

AGREEMENT

BETWEEN THE CITY OF MANCHESTER, NH

AND

LOCAL 298, AFSCME, AFL-CIO

HEALTH DEPARTMENT

2016-2017

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PREAMBLE

The purpose and intent of the City of Manchester and the Union entering into this Agreement is to promote orderly and peaceful relations among the City of Manchester, the Health Department and the organized employees in the Bargaining Unit included in the following Agreement and to provide on behalf of the citizens of Manchester approved services in an effective and efficient manner.

ARTICLE 1
RECOGNITION

1.1 The City of Manchester, NH (hereinafter referred to as the "City") hereby recognizes Local #298, AFSCME, (hereinafter referred to as the "Union") as the exclusive representative of the bargaining unit contained herein for the purpose of collective bargaining with respect to rates of pay, wages, hours and other conditions of employment, other than those managerial policies referred to in RSA 273-A:1, XI, which are the exclusive prerogative of management.

1.2 **HEALTH DEPARTMENT:**

The Bargaining Unit to which the Agreement is applicable shall consist of Health Department employees as follows: All regular, permanent full-time and regular, permanent part-time employees who work at least half-time in the classifications of : Administrative Assistant II, Certified Community Health Nurse, Community Health Nurse, Customer Service Representative II, Dental Hygienist, Environmental Health Specialist I and II, Licensed Practical Nurse, Public Health Specialist I, Public Health Translator, School Nurse I, School Nurse II and School Nurse (certified).

ARTICLE 2
NON-DISCRIMINATION

2.1 **NON-DISCRIMINATION BY THE CITY**

The City and the Department covered by this Agreement agree not to discriminate against employees covered by this Agreement on account of membership in the Union.

2.2 **NON-DISCRIMINATION BY THE UNION**

The Union Officers and members agree not to discriminate in any way against employees who are not members of the Union, or to bar employees from joining or remaining in the Union, except for non-payment of dues.

2.3 The City, the Department covered by this Agreement and the Union agree not to discriminate in any way against employees covered by this Agreement on account of religion, race, creed, color, national origin, sex, age or physical handicap, except where age or physical condition are bona fide qualifications for employment.

ARTICLE 3
MAINTENANCE OF MEMBERSHIP

3.1 Each member of the bargaining unit who, on the effective date of this Agreement, is a member of the Union, and each employee who becomes a member of the bargaining unit and the Union after that date shall continue his/her membership in the Union during the duration of this Agreement; provided, however, that an employee may at his/her discretion and in writing, withdraw his/her membership from the Union anytime within twenty (20) calendar days prior to the anniversary date thereafter.

3.2 Any employee who is in the bargaining unit and is not a member of the Union but wishes to have the Union represent him/her in grievances, shall assume full financial responsibilities as to the actual costs of processing the grievances. Collection of such fees shall be the sole responsibility of the Union.

3.3 Should there be a dispute between an employee and the Union over the matter of an employee's Union membership, the Union agrees to hold the City harmless in any such dispute.

3.4 The Union shall post notices on departmental bulletin boards thirty (30) calendar days prior to the anniversary date.

ARTICLE 4
DUES DEDUCTION

4.1 The City agrees to authorize the deduction of Local 298 dues from each employee who has signed an authorization and send said dues along with a statement indicating who has paid dues to: The Treasurer of Local 298, AFSCME.

4.2 The Union will keep the City informed of the correct name and address of the Treasurer of Local 298, AFSCME.

4.3 This deduction of dues shall be made on a weekly basis and shall be sent monthly to the Treasurer of Local 298, AFSCME.

4.4 If any employee has no check coming to him/her, or if his/her check is not large enough to satisfy the dues then no deduction will be made from that employee. In no case will the City attempt to collect fines or assessments for the Union beyond the regular dues.

4.5 The City will notify the Treasurer of Local 298, AFSCME, in writing within two (2) working days of the cancellation of dues deduction by an employee who had previously signed an authorization for said deduction.

ARTICLE 5
SENIORITY

5.1 There shall be two types of seniority:

- (a) Department Seniority
- (b) Classification Seniority

Department Seniority shall relate to the time an employee has been continuously employed by the Department.

Classification Seniority shall relate to the length of time an employee has been employed in a particular grade classification.

5.2 Department Seniority shall prevail in matters concerning layoffs and rehiring. Qualified and available permanent employees shall be reinstated before new employees are hired.

5.3 Department Seniority shall be the type considered in matters concerning "promotions" and "transfers" as set forth in Article VI of this Agreement.

5.4 No employee shall have the right to replace another employee in any classification by virtue of Department Seniority alone, except that, in the event of a permanent lack of work in any classification, those employees concerned in that classification shall be assigned to the next lower classification for which they are qualified and for which they have Department Seniority. Employees shall retain their same rate of pay for a period of 12 months from the date of such reduction in classification and pay grade. After 12 months the employees will be reduced to the proper pay step in the lower pay grade.

Displaced employees in those lower classifications shall have the same rights of reassignment as referred to in this Section 5.4.

5.5 Upon receiving a promotion an employee's name shall be entered at the bottom of that particular classification seniority list to which he/she has been promoted, regardless of his/her Department seniority, and he/she shall be considered to be the junior or youngest employee in that classification regardless of the Department seniority of

other employees already in that job, until such time as other promotions are made into this classification. New promotions shall be entered at the bottom of that particular classification seniority list concerned.

5.6 Until an employee has served the six (6) month initial probationary period, it shall be deemed that he/she has no seniority status, and he/she may be discharged or laid off with or without cause, and such discharge or layoff shall not be subject to the grievance procedure.

5.7 An employee shall not forfeit seniority during absences caused by:

(a) Illness resulting in total temporary disability due to his/her regular work with the Department involved, certified to by an affidavit from Workmen's Compensation Carrier.

(b) Illness not the result of his/her misconduct, resulting in total temporary disability, certified to by a physician's affidavit every three months.

(c) Maternity Leave will not affect the seniority of an employee.

(d) If the probation period for a school nurse is extended due to the school summer vacation, subject to Articles 7.6 and 7.7 of this Agreement, the B3 Merit step will be granted eighteen (18) months after the date of hire as a full-time employee, if the school nurse receives a satisfactory B3 evaluation.

5.8 An employee shall lose his/her seniority for, but not limited to the following reasons:

(a) If an employee is discharged and if such discharge is not overruled by an appropriate authority.

(b) If he/she resigns.

5.9 The employees' present classification seniority as of the effective date of this contract, shall be the only type of seniority considered for the purpose of establishing the classification seniority system called for in this Article. This classification seniority must have been continuous in nature to merit consideration under this section.

5.10 The preparation and maintenance of the Department and Classification Seniority Rosters shall be the responsibility of the City, approved by the

Union, and is to be a part of this Agreement. The Department and Classification Seniority lists are to be drawn up and posted once a year in January.

5.11 Bidding for known vacancies for the forthcoming school year shall be conducted in June of each year. The school nurse with the greatest classification seniority who bids shall have the right to fill the vacancy. The Department maintains the right to temporarily assign school nurses during the school year regardless of classification seniority.

5.12 Qualified part-time School Nurses will have the opportunity to bid for vacant full time positions after all full time School Nurses have bid for vacant positions.

ARTICLE 6
PROMOTIONS AND TRANSFERS

6.1 The Departments reserve and shall have the right to make promotions and transfers primarily on the basis of qualifications, ability and performance of duty, but shall be governed by departmental seniority where equal qualifications, ability and performance of duty, as determined by the Department, have been demonstrated.

6.2 Jobs to be filled through promotion shall be posted on the department bulletin boards in which the vacancy occurs for a period of five (5) working days.

Management shall make a determination of the filling of such posted position no later than 30 working days after the close of the posting period.

6.3 After an award is made of a promotion the name of the person promoted shall be posted for five (5) working days following said award. Employees may file a grievance within eight (8) working days of the date posted, in accordance with the grievance procedure.

6.4 Vacancies in management positions which are excluded from the bargaining units shall be posted on the departmental bulletin boards, provided, however, that appointment to these positions shall not be subject to the grievance procedure of this contract.

6.5 Wherever possible, promotions shall be made from the ranks of regular employees who are employed by the department in which the vacancy occurs.

6.6 Employees in the Department where the vacancy occurs who are absent during the entire posting period shall be automatically placed on the list for consideration for the position(s); provided, however, that such employees may, at his/her discretion, have his/her name removed from the list within five (5) work days of returning to work.

6.7 When a question as to the proper person having been chosen to fill any job arises and it cannot be resolved it will be settled by using the grievance procedure in Article 28.

6.8 Job posting shall include job specifications, rate of pay, job location, the shift and also if the job is permanent with a permanent rating.

6.9 The above procedures shall be followed in all promotions, vacancies and transfers whether temporary or permanent.

6.10 If qualified candidates are not available or have not responded to the posting within a department where a vacancy occurs the job will then be posted throughout the City Departments. Preference will be given to City employees who meet the qualification, ability and performance of duty standards before seeking applicants outside the City service. Candidates from departments other than the department in which the vacancy occurs shall be notified by the department of the status of his/her application and the reason(s) for not being selected for the position. A candidate for positions in departments other than the department in which he/she is employed shall not have the right to file a grievance if not selected for such position(s).

6.11 An employee who meets the minimum qualifications and is promoted to a higher level position shall be placed in a probationary status for not to exceed six (6) months in the higher position. The employee shall periodically be evaluated to determine if he/she is performing the job in a satisfactory manner. If an employee is not able to satisfactorily perform the higher level duties then he/she shall be reduced in status to the same classification, pay grade and pay step as he/she had obtained prior to promotion.

6.12 **LATERAL TRANSFERS:**

An employee who has been promoted or transferred shall only be eligible for additional lateral transfers within the same pay grade after one (1) year on the job, unless the financial rewards are greater, or at the discretion of the Department Head, if he/she seeks such a lateral transfer within a shorter time period.

ARTICLE 7
WAGE RATES

7.1 Effective July 1, 2016, the Salary Schedules shall be increased by one percent (1%).

7.2 Employees will receive a step increase on their anniversary date of current position. This step increase will be subject to a satisfactory performance evaluation. An incomplete evaluation will be considered a satisfactory performance evaluation. This process may be changed at any time by mutual agreement. Evaluation step increases will stop when an employee reaches Step 13 on the included pay matrix.

7.3 Outstanding performance evaluation bonus payments will cease, effective on date of ratification.

7.4 Employee appeals on their annual performance evaluation will be according to the process mutually agreed to by the Union and the City. See Appendix A.

7.5 The longevity waiting periods for employees shall be 5-10-15-20-25-30-35-40 and 45 years of service. An increase of three-percent (3%) will take effect on the employee's anniversary date of employment.

7.6 Employees being promoted from one grade to a higher grade shall be placed on the lowest step of the new grade, which will provide for a minimum of a ten-percent (10%) increase in salary.

7.7 Effective July 1, 2000, employees who have attained the requirements for the achievement grade (A-Step) associated with their positions will be placed on the corresponding step on the achievement grade in accordance with mutually agreed provisions which shall be attached as a side-bar letter. See Appendix B.

ARTICLE 8
HOURS OF WORK AND OVERTIME

8.1 The normal work week shall consist of any work performed up eight (8) hours of work for all employees per day, Monday through Friday at straight time pay.

The normal work day for FLSA non-exempt employees shall consist of any work performed up to eight (8) hours per day.

8.2 All time worked by FLSA non-exempt employees in excess of eight (8) hours in any one day and forty hours in any one week shall be paid at the rate of time and one-half. Paid holidays occurring during the work week shall be counted as hours worked for the purpose of determining the forty (40) straight time hours.

The Health Department agrees to pay FLSA exempt employees overtime at 1 ½ times their rate of pay, or compensatory time at 1 ½ times if desired by the employees, when an employee is required to work more than forty hours a work week as a result of a public health emergency, such as a disease outbreak, as determined by the public health director. For other public health work that occurs outside of the normal work hours of staff, the management of the Health Department may request that staff adjust regular work schedules as needed and to work such assignments without extra compensation within a 40 hour week. FLSA exempt employees, other than school nurses, will be granted compensatory time at straight time for scheduled hours worked, for reasons other than a public health emergency, beyond 40 hours in a work week. FLSA exempt school nurses shall be treated in a manner consistent with the policies of the Health Department relating to FLSA exempt staff.

School Nurses and school LPNs will be allowed to eat their lunch, on the job, i.e. they will be in “on call status” while they are eating their lunch.

8.3 Any person who has left their place of employment and is recalled to work prior to the next normal shift will be paid for a minimum of three (3) hours at the rate of time and one-half; provided, further, that an employee who is called back for overtime or emergency work and who completes the required task and returns to his/her residence within the three (3) hour minimum guarantee may be called back for additional emergency or overtime without an additional three (3) hours minimum work guarantee. It is the purpose and intent of this section to assure an employee of at least three (3) hours of pay at overtime rates for the inconvenience of being called back to work between the normal shifts, but not to be separately paid for several callbacks within the three (3) hour minimum guarantee period.

Any employee who is called in one hour or less prior to the start of his/her normal shift shall receive such time at the overtime rate, but is excluded from the three (3) hour minimum guarantee outlined in the previous subsection of this section.

Departments may schedule employees to start their next day's shift at a time earlier than the regular time without extra compensation under the callback provision of this section, provided such change in schedule is made prior to the completion of the shift the preceding day.

8.4 The work day or work week for FLSA non-exempt employees will not be interrupted to avoid the payment of overtime.

8.5 Overtime work which is scheduled in advance or which requires employees to be called in for unscheduled work shall be assigned first on a rotating basis among all qualified employees by classification within the division of the department which normally performs the work. If the overtime situation requires additional employees to be assigned then such assignments shall be made among qualified employees on the basis of departmental seniority.

8.6 No temporary employees shall be assigned to overtime work until all regular employees shall have had the opportunity for such assignment.

ARTICLE 9
PLUS RATES

9.1 Effective upon the date of ratification of this agreement hourly paid employees in the bargaining unit will be compensated on a Plus Rate basis of one pay step (no less than 5% to the nearest whole cent) above his/her present rate or the entrance rate, whichever is higher, for working in higher level classifications for each completed hour of work in such higher level assignment.

9.2 Effective upon the date of ratification of this agreement salaried employees in the bargaining unit will be compensated on a Plus Rate as stated above for each completed work day of assignment in higher level classifications.

9.3 An employee may be temporarily assigned for a period not to exceed thirty (30) calendar days to the work of any position of the same or lower grade without a change in rate of pay.

9.4 In those cases when an hourly rated employee is assigned to temporarily serve in a higher level salaried position, then such hourly rated employees shall be granted a plus rate in accordance with this section if the assignment is for one full work day or longer.

9.5 Assignments to higher paying job classifications, temporary or otherwise, shall be made in accordance with the provisions of Article 6, Section 1, of this Agreement.

9.6 All new positions, promotions or transfers contemplated beyond a period of thirty (30) days shall be posted on the department bulletin boards for at least five (5) working days and any interested employee shall have the opportunity to apply for such positions, promotions or transfers.

ARTICLE 10
EMERGENCY WORK

10.1 It shall be the duty of all able bodied employees to make themselves available during the course of emergency situations. Deliberate refusal to work during such situations without adequate justification may result in disciplinary action.

10.2 When an employee responds to an emergency work situation and due to hours worked and/or physical exhaustion, is relieved from working the normal work schedule, and such employee is required to work on a Saturday then such Saturday work shall be paid at the overtime rate.

10.3 If an employee is called back from vacation due to an emergency situation then all hours of work shall be paid at the time and one-half rate of pay until the employee returns to his/her regular work schedule.

ARTICLE 11
HOLIDAYS

11.1 All employees, except temporaries, school-term employees and those who work less than one-half time, shall be paid for the following named holidays and any other day proclaimed as a holiday by the Board of Mayor and Aldermen. Should a holiday fall on a Sunday and be celebrated on a Monday, all regular employees shall be paid for this day. Should a holiday fall on a Saturday, the preceding Friday shall be considered the holiday.

New Year's Day	Independence Day
Washington's Birthday	Labor Day
Civil Rights Day	Columbus Day
Memorial Day	Election Day
Veteran's Day	Thanksgiving Day
Christmas Day	

11.2 All work performed on a holiday shall be paid at the rate of time and one-half over and above regular hours paid for the holiday, for all hours worked.

11.3 An employee shall be entitled to the holiday pay referred to in Section 14.1 if he/she works the day preceding and the day following the particular holiday, but not otherwise except for a substantial reason or emergency.

11.4 Paid holidays occurring during the work week shall be counted as hours worked for the purpose of determining the thirty-five (35) or forty (40) straight time hours.

11.5 **SCHOOL NURSES:** Health Department Nurses who only work during the school-term shall receive the following holidays:

New Year's Day	Civil Rights Day
Memorial Day	Veteran's Day
Thanksgiving Day	Washington's Birthday
Christmas Day	Election Day
Columbus Day	

School-term Nurses shall be granted the above holidays in accordance with the School Calendar. School Nurses will follow the school calendar as established annually by the Manchester School District.

Effective on date of ratification of this Agreement, School-term Nurses will be granted Labor Day as a holiday when they report to work prior to Labor Day.

ARTICLE 12
ANNUAL VACATIONS

12.1 Permanent employees who have been in continuous employ of the Department for one (1) year or more will be allowed vacations in accordance with the following schedule:

12.2 Permanent employees who have been in the continuous employ of the Department for one (1) year or more will be allowed vacation in accordance with the following schedule:

- (a) Accrual rate for two (2) calendar weeks begins on date of hire. Employees serving in an initial probationary period accrue vacation, but are not eligible to use vacation during the first six months of employment. Such probationary employees are not entitled to any vacation benefits if terminated during the initial probation period.
- (b) Accrual rate for three (3) calendar weeks begins at the beginning of six (6) years of continuous service.
- (c) Accrual rate for four (4) calendar weeks begins at the beginning of fifteen (15) years of continuous service.
- (d) Accrual rate for six (6) calendar weeks begins at the beginning of twenty (20) years of continuous service.

12.3 Vacations shall be scheduled within the department at the discretion of the Department Head to provide the least disruption of departmental operations.

Selection of vacation periods shall be by department seniority and shall be granted insofar as possible at the times requested by the employee, in accordance with operating requirements; provided, however, that summer vacation shall not extend beyond two weeks until all eligible persons have had an opportunity to select a summer vacation. Furthermore, a department head may deny a vacation request of an employee if it will result in a disruption of the department or division operations.

Effective July 1, 2008, all full-time school nurse/LPNs shall be entitled to one (1) paid vacation day per fiscal year, to be taken on a scheduled work day. This vacation shall be scheduled at the discretion of the Department Head to provide the least disruption of departmental operations.

Effective July 1, 2015 or date of ratification of this contract, all full time school nurses/LPNs with twenty (20) or more years of service shall be entitled to one (1) additional paid vacation day per fiscal year, to be taken on a scheduled work day. This vacation day shall be scheduled at the discretion of the Department Head to provide the least disruption to departmental operations.

12.4 No employee shall be permitted to accrue in excess of one and one-half (1 1/2) times his/her annual earned vacation; i.e. employees who earned (10) days of vacation per year shall have no more than (15) days earned vacation to his/her credit at any one time; employees who earned (15) days of vacation per year shall have no more than 22 1/2 days earned vacation to his/her credit at any one time.

ARTICLE 13
SICK LEAVE

13.1 Sick Leave shall be in accordance with NH Laws of 1943, Chapter 291, Section 1. Each permanent full-time employee shall earn sick leave with pay at the rate of 1 1/4 days of sick leave for each completed month of service. Sick leave shall not be taken in advance of earning same.

13.2 Employees who are initially employed in a temporary status and who are assigned to permanent status in the same Department, without a break in service, shall be allowed credit for the time served in the temporary status towards accrual of sick leave benefits.

13.3 Effective on July 1, 1994 unused sick leave may be accumulated up to a maximum of sixty-six (66) work days. Effective on the date of ratification of this Agreement, the maximum accumulation will be increased to seventy-six (76) days. It is agreed and understood that there will be no retroactive payments of any kind as a result of this increase in maximum accumulation from sixty-six (66) to seventy-six (76) work days. Further, there will be no retroactive adjustments to the sick leave bank. Effective July 1, 1999 or date ratification whichever is later, the maximum sick leave accrual shall be one hundred twenty (120) days.

Effective on the date of ratification, employees will be eligible to begin to accrue the increased accumulated sick leave.

13.4 Employees who are absent from work on legal holidays, during sick leave, vacation, for disability arising from injuries sustained in the course of their employment and for all authorized leaves of absence with pay shall continue to accumulate sick leave at the regularly prescribed rate as though they were on duty, subject to the maximum limitation herein provided. Employees who are absent on authorized leaves of absence without pay for not over 10 work days in any 30 calendar day period shall continue to accrue sick leave at the regularly prescribed rate during such absences as though they were on duty, subject to the maximum limitation herein provided.

13.5 Any employee eligible for sick leave with pay may use such sick leave, upon approval of his/her department or office head, for absence due to his or her illness, injury; the illness or injury of a spouse, child or other blood relative or ward residing in

the same household when FMLA leave is approved, or for the exposure to contagious disease.

The Department Head shall require a doctor's certificate before approving sick leave with pay for a period or periods of absences of more than three (3) work days.

13.6 Department Heads and the Union may require an employee to justify each day of absence for sick leave if the employee's absentee record indicates a patterned use of sick leave.

13.7 Absences for a fraction or part of a day that are chargeable to sick leave in accordance with these provisions shall be charged proportionately in an amount not smaller than one hour.

13.8 During periods of absence for approved paid sick leave the employee shall be entitled to full pay for such period at the regular rate of compensation, provided, however, that hourly employees shall be compensated on the basis of straight time pay not to exceed eight (8) hours per day and not to exceed forty (40) hours per week. No sick leave benefits shall be paid on the basis of time and one-half.

13.9 On separation from City service, all sick leave credits shall be cancelled except in a case of paid retirement, duty disability retirement, or death while in active service.

Effective on the date of ratification, all accrued sick leave up to but not to exceed eighty (80) work days shall be paid plus payment of one-quarter of the balance of the days accrued over eighty (80) but not more than one hundred twenty (120) days of accrued sick leave at their regular pay.

Effective on the date of ratification, employees shall also be entitled to the benefits under City Ordinance 33.081 (G), as it may be amended from time to time.

Employees hired after the ratification date of this Agreement shall be entitled to payment for accrued sick leave, under the conditions specified above; provided however, that payment shall not exceed forty (40) days.

13.10 **SICK LEAVE NON-ABUSE**

Effective January 1, 1986 employees who use six (6) days of sick leave or less in the preceding calendar year will receive two (2) personal leave days, to be scheduled by the Departments. Effective January 1, 2003 employees who use one (1) day

or less of sick leave in the preceding calendar year will be granted one (1) additional incentive day off, for a total of three (3), during the calendar year after they are earned. Personal leave days must be used during the calendar year they are credited and shall not accumulate and shall not be carried over year after year. Personal leave days taken by employees who are assigned to work schedules which includes planned overtime on a regular schedule, such as Highway Department Dispatcher, shall be counted as days worked for overtime purposes

13.11 **CHANGING VACATION TO SICK LEAVE**

Employees who are on paid vacation who are hospitalized for injury or illness may, at their option and provided they have sick leave credits accrued, have their vacation time changed to paid sick leave for the period of time they are actually hospitalized.

ARTICLE 14
SICK LEAVE BANK

14.1 AFSCME-Health shall continue to be a participating bargaining unit in the Local 298, AFSCME voluntary sick leave bank. AFSCME-Health shall comply with the same rules and guidelines and shall receive the same benefits as other bargaining units covered under the Master Agreement.

14.2 The purpose of the sick leave bank is to provide assistance to employees who suffer long-term illness or injuries which are non-job connected. It is established to provide additional paid benefit days beyond the employee's accrued days when an employee has exhausted his accrued sick leave and continues disabled for an additional fifteen (15) consecutive calendar days. For example, it is not established to provide relief for one or two days beyond the employee's accrued sick leave.

14.3 **ADMINISTRATION**

The Sick Leave Bank shall be administered by a five member Administrative Committee.

Three (3) members of the Committee shall be appointed by the Union from employees in the bargaining units who are enrolled in the Sick Leave Bank, provided that no more than one member shall be appointed from the same bargaining unit at any one time.

Two (2) members of the Committee shall be appointed by the Mayor from the Management of the Departments wherein the bargaining units are located, with no more than one member from a department serving at any time.

The first Committee members shall be appointed in the following manner:

One member appointed by the Union for a one (1) year term; one member appointed for a two (2) year term and one member appointed for a three (3) year term. Subsequent appointments shall be for three (3) year terms. Vacancies, when they occur, shall be filled by appointment in the same manner as the original appointments.

One original appointee of the Mayor shall be for a one (1) year term and one appointee shall be for a three (3) year term and subsequent appointments shall be for a three (3) year term.

ARTICLE 14 SICK LEAVE BANK (continued)

14.4 MEETINGS

The Committee shall meet at least once each month or more often as deemed necessary by the Chairman. Three (3) members, including at least one (1) Administration member, shall constitute a quorum. A majority of those members present and voting shall decide all questions. Members who are absent for either three (3) consecutive meetings or any six (6) meetings in any twelve (12) months period shall be automatically terminated from the Committee and their terms declared vacant.

14.5 MEMBERSHIP

Effective in 1987:

14.5(A) All the days that are now in the Sick Leave Bank will remain in the Bank as is. These days are to be used up first in accordance with the current contract.

14.5(B) Once this contract has been ratified, each member of the Bargaining Unit will give one (1) day of his/her day's pay on January 1st of each year.

14.5(C) Above-mentioned money will be deposited into a bank in Manchester in January of each year.

14.5(D) It will be the duty of the Finance Officer to see that the above-mentioned money is deposited into the bank in January of each year.

14.5(E) The deposit will be to the bank service which offers the best interest rate.

14.5(F) When withdrawals are necessary, the Finance Officer and one dues-paying member of the Sick Leave Bank will be present, and the signature of each will be required.

14.5(G) Application for membership shall be made on a form provided by the Committee.

Membership by all employees will be subject to the following restrictions:

(1) Probationary employees who are serving an initial probation period are not eligible for membership.

(2) Full-time employees, except those with less than one year of service, shall have not less than fifteen (15) days of accrued sick leave as of the date of their application for membership. An employee whose sick leave balance falls below fifteen (15) days of accrual due to recent illness or injury may be admitted at the discretion of the Committee.

Employees whose sick leave falls below fifteen (15) days after they are admitted to the Sick Leave Bank, where the usage of sick leave was not the result of extended illness or injury, shall have their membership status reviewed by the Committee. The Committee may temporarily suspend the employee from membership in the Bank if it deems such action to be in the best interest of the Bank.

(3) Employees who have less than one year of service may be admitted to the Bank upon the majority vote of the Committee after a review is made of their status with the Department. Upon admission to membership the conditions stated in the preceding paragraphs will apply.

(4) Full-time employees having less than 30% of their accumulated sick leave days limit as of the date of their application shall be limited category members if accepted as members by the Administrative Committee.

14.6 **BENEFITS**

The waiting period for sick leave bank benefits shall be five (5) consecutive calendar days. Upon presentation of satisfactory medical evidence of illness or injury to the Administrative Committee, the Committee may approve up to thirty (30) work days of sick leave benefit days from the Bank to be granted to the member. Such sick leave benefit days may be made retroactive to the first work day after exhaustion of his accrued sick leave credits. Should the member still be incapacitated after this time from the same illness or injury he/she may present his/her case for review and be granted additional benefit days, but such additional days may be restricted in number according to the number of benefit days in the Bank at the time. Additional days of benefits shall not exceed thirty (30) work days for each period of incapacitation; provided however, exceptions may be made in cases of long term illness or injury at the discretion of the Committee.

An employee who is receiving Sick Leave credits from the Sick Leave Bank and who subsequently receives payment through Workmens' Compensation or through an insurance carrier for wages for the same days shall repay the City for such benefits.

Employees shall not be granted any time from the Bank until said employee has reached the 30% requirement as stated above.

14.7 **BANK STABILITY AND LIMITATIONS**

All employees who shall become members of the Sick Leave Bank shall continue in the Bank until December 31st of the current calendar year. Employees shall automatically continue in the Sick Leave Bank for each calendar year thereafter unless the employee shall withdraw from membership prior to December 31st of any calendar year. Withdrawal shall be in writing, duly signed and dated and submitted to the Administrative Committee prior to December 31st. No benefits shall accrue to the withdrawn member thereafter and any sick leave days previously donated to the Bank shall remain in the bank to be disbursed by the Committee.

The number of benefit days in the Bank shall not exceed 1,500 benefit days on December 31st of any calendar year. All excessive days shall be discarded. In the event the Bank is terminated, all sick leave benefit days remaining in the Bank shall be null and void.

14.8 **ADMINISTRATIVE OVERSIGHT**

In the event there is a question concerning a recipient's eligibility to receive benefits from the Bank, the City may require of the Administrative Committee and the employee proof of each eligibility as well as a physician's certified report of the disabling illness or injury of the recipient. A copy of the minutes of each meeting shall be provided to the President of Local 298 and to the City Human Resources Director.

The President of Local 298 or the City Human Resources Director may request a meeting with the Administrative Committee to discuss any action which has been taken by the Committee and such meeting shall be scheduled as soon as possible after such request.

14.9 **AMENDMENTS**

This Article or any section thereof, may not be amended except through the collective bargaining process or mutual written agreement of the Union and the City representative concerned in that process.

ARTICLE 15
LEAVE OF ABSENCE

15.1 The City agrees to allow Union representatives, stewards and/or aggrieved employees reasonable time, without loss of pay, during regular working hours for the purpose of processing grievances, provided such time away from work does not interfere with the work of the department. Such time shall not be withheld unreasonably. The Union representatives shall obtain prior permission to absent themselves from work before leaving a work site and shall obtain prior permission of the immediate superior involved before interrupting the work of an employee located at a different work site.

15.2 Time lost by representatives of the Union on grievance settlements or negotiations shall be paid for by the City as provided in RSA 273-A 11.

15.3 When an employee is elected President of Local #298 and has to do work which takes him/her away from his/her regular employment with the City, he/she shall, at the written request of the Union, be granted a leave of absence without pay, not to exceed three (3) years, and with no loss of seniority, provided satisfactory arrangements can be made for a substitute during such leave of absence.

15.4 Employees elected as delegates to either the AFSCME International Convention, NH Public Employees Convention, Council #93 or the NH State Labor Council Convention shall be allowed a leave of absence with pay, not to exceed a total of ten (10) working days per year.

ARTICLE 16
BEREAVEMENT LEAVE

16.1 Bereavement leave of five (5) working days with pay between the date of death and the date of the funeral, inclusive, shall be granted to a permanent full-time or permanent part-time employee who works at least half-time in the event of the death of his/her:

Spouse	Sister
Father	Brother
Mother	Child
Father-in-law	Mother-in-law
Son-in-law	Daughter-in-law
Paternal or Maternal Grandfather	Paternal or Maternal Grandmother
(excluding step grandparent)	(excluding step grandparent)
a blood relative or ward residing in the same household.	

16.2 Special leave of one (1) working day with pay, for the purpose of attending the funeral, shall be granted an employee in the event of the death of his/her:

Sister-in-law	Aunt
Grandchild	Uncle
Brother-in-law	

16.3 Under extenuating circumstances, two (2) additional days with pay may be granted under Section 16.1 or 16.2 with written approval of the Department head; such days to be charged to the employee's accrued sick leave.

16.4 Under no circumstances shall bereavement leave be paid on an overtime basis.

ARTICLE 17
MATERNITY LEAVE

17.1 Upon application of the employee on forms to be provided by the City a maternity leave of absence without pay shall be granted to permanent, full-time female employees who have been employed at least one (1) year before said application, said leave to commence at the time recommended by the employee's attending physician and to extend for a period not to exceed six (6) months after the birth of the child. If an employee who has been granted a maternity leave of absence in accordance with this provision shall fail to return to work upon the expiration of such leave of absence she shall be deemed to have voluntarily terminated her employment, unless she has been certified by her physician as being physically unable to perform her duties.

17.2 An employee shall be entitled to draw her accumulated sick leave benefits with pay for a period not to exceed sixty (60) work days from the date of confinement or the birth of the child, during which time the employee is certified as being unable to perform her regular duties, as certified to by an affidavit of the attending physician every thirty (30) days. Requests for such sick leave benefits must be submitted in writing to the Department head no later than thirty (30) days after the date of confinement in order to be eligible for sick leave benefits.

17.3 Extensions of the thirty (30) day paid sick leave benefits may be made by the Department head if circumstances so warrant.

17.4 An employee shall not forfeit seniority or other benefits during this leave of absence.

ARTICLE 18
MILITARY SERVICE

18.1 Shall be governed by existing law.

ARTICLE 19
JURY DUTY

19.1 An employee called as a juror will be paid the difference between the fee received for such service and the amount of straight time earnings lost by reason of such services. Satisfactory evidence of such service must be submitted to the employee's immediate supervisor.

19.2 Employees who are called to jury duty and are excused from the jury duty for a day or days shall report to their regular work assignments as soon as possible after being excused.

ARTICLE 20
EDUCATION INCENTIVE REIMBURSEMENT

20.1 The following education reimbursement policy will apply to members of the Bargaining Units covered by this policy.

20.2 The City agrees to provide reimbursement to employees who complete approved courses relating to their current responsibilities or as part of an approved career development program based upon the following standards: Payment of seventy-five percent (75%) of the cost of such courses, but not to exceed \$1250.00 per fiscal year for Bachelor's level courses and \$1750.00 per employee per year for Master's level courses.

The City also agrees to reimburse any LPN seeking higher education to RN level for courses taken.

Effective on date of ratification, the amount per employee shall be as follows:

Courses fully paid by outside grants or as City funded staff development shall not apply against the employee cap.

[NOTE: Until the parties agree otherwise, Health Department bargaining unit members will continue to be eligible for reimbursement under the AFSCME Master Agreement tuition reimbursement fund.]

20.3 Courses must be approved in advance by the Department head concerned as meeting the requirement that the course is related to the employee's job or is part of a career development program. Approval must be obtained through the Personnel Department for payment of the course. A procedure will be established to effectuate these payments.

20.4 Once a course has been approved as meeting the requirement an advance will be made to the employee of one-half (1/2) of the authorized seventy-five percent (75%) of the cost of the course tuition and books. The remainder of the course reimbursement will be paid to the employee upon presentation of a certificate of satisfactory completion of the course.

20.5 Approval for courses will be considered on the basis of relevancy of the course, number of employees applying and funds available.

20.6 If a course is paid for in whole or in part through a Federal or State program then the City will not reimburse for such amount, it being the intent of this section to eliminate double payment for any course.

ARTICLE 21
LIFE INSURANCE

21.1 Effective September 1, 1999, or date of ratification, whichever is later the City will provide for a Life Insurance fund to provide for the payment of a death benefit of an amount equal to the employee's last yearly base pay, but not to exceed \$50,000.00 to the named beneficiary or estate of any member of the Bargaining Unit who dies from any cause while employed by the City or within sixty (60) calendar days after retirement or resignation for health reasons.

The City reserves the right to obtain insurance coverage for the above amounts, and reserves the sole right to select such insurance carrier.

ARTICLE 22
HOSPITAL/MEDICAL INSURANCE

22.1 Effective July 1, 2012, bargaining unit members will have the option to enroll in the Blue Choice New England POS Plan on a voluntary basis in which case the City will pay eighty-seven and one-half percent (87.5%) of the single, two person or family premium or in the Access Blue New England Plan, in which case the City will pay up to eighty-seven and one-half percent (87.5%) of the single, two person or family premium.

Effective July 1, 2013, the City will Pay 85% of the premium for the Blue Choice New England POS Plan or the Access Blue New England Plan.

The following co-pays will apply to both the Blue Choice New England POS Plan and the Access Blue New England Plan:

- Office Visit - \$20.00
- Specialist Visit - \$20.00
- Chiropractic - \$20.00
- Emergency room visit - \$150.00
- Inpatient care, Outpatient surgery, skilled nursing or rehab facility - \$100/\$200 co-pay (single/2 person or family)
- Prescriptions other than mail order (one month supply) - \$10/\$30/\$50 (Generic, Preferred, Premium)
- Mail order prescriptions (three month supply) - \$20/\$60/\$100 (Generic, Preferred, Premium)

Bargaining unit members hired on or after ratification who are eligible for Health Insurance the City shall pay 80% of the premium. The Blue Choice New England Plan and the Access Blue New England Plan will have increased co-pays \$250/\$500 (single/2 person or family) for inpatient care, outpatient surgery, skilled nursing and rehab facilities.

The City may offer a high deductible health insurance plan accompanied by the establishment of a Health Savings Account (HSA) for each enrolled bargaining unit member with a present contribution of \$1,500.00 for an individual and \$3,000.00 for a two person or a family plan. The City retains the right to set the annual City contribution and shall each year prior to the open enrollment period disclose any changes to high deductible benefit plan and/or its contribution to the HSA or continuation of the HSA in the following fiscal year. Effective July 1, 2012 for Bargaining unit members availing themselves of this option the City shall pay 87.5% of the premium. Effective July 1, 2013 the City shall pay 85% of the premium. Bargaining unit members

will be charged on the basis of a single, two person or family plan irrespective of the single, two person or family plan designation itself.

22.2 To a bargaining unit member who elects not to receive coverage under any City/School District health insurance plan the City shall pay \$4,000.00 annually in lieu of health insurance coverage. The City shall make said payment in two equal payments of \$2,000.00. The first payment, in arrears, will be made in January/February and the second payment, in arrears will be made in July/August. Bargaining unit members who encounter a qualifying event so as to make them eligible for enrollment in the City's health insurance plans during either six month period will receive a pro rata amount based on the next \$2,000.00 payment. Bargaining unit members will be able to enroll in the City health plans notwithstanding a qualifying event in the annual open enrollment.

22.3 It is agreed by all parties concerned that the City reserves and shall have the right to change insurance carriers provided that the benefits are not decreased and the costs to the bargaining unit members do not increase above those percentages set forth in paragraph 22.1

22.4 Effective July 1, 2007, school nurses and school LPNs shall receive year-round hospital/medical insurance coverage; provided, however, they shall be required to sign a letter of intent to return the following school year and if they fail to do so, they will be responsible to repay the City for its actual premium costs from the end of the school year to termination of coverage. The City shall have the right to pursue and recourse available should the school nurse/LPN refuse or neglect to reimburse the City.

Payroll deductions for the summer insurance premiums will be added to the regular deductions made during the school year.

22.5 Effective February 1, 2000 or sooner if practical, the City shall provide all bargaining unit members a Northeast Delta Dental plan equivalent to other City employees having such a benefit. The City shall pay eighty-five (85.0%) percent of each monthly premium for the entire year for the coverage selected by each employee. The City agrees to provide coverage under Delta Dental Insurance Plan Coverage A, B, and C as set forth in Appendix D attached hereto and made part of this Agreement. The City shall pay an amount not to exceed eighty-five percent (85.0%).

Effective July 1, 2003, the total yearly maximum will be increased to \$1,500.00.

22.6 Effective on July 1, 2008, the City will pay one thousand five hundred dollars (\$1,500.00) to any bargaining unit member who terminates his/her existing health

insurance coverage under the City's or School Districts' plans and who also provides satisfactory evidence that he/she has valid alternative health insurance coverage elsewhere. This amount shall be paid annually as long as a bargaining unit member who previously terminated health insurance coverage declines to reenroll.

ARTICLE 23
UNIFORMS

23.1 The City agrees it will no longer require community health nurses and school nurses to routinely wear uniforms as provided for in previous agreements, provided that the manner of dress for all nurses shall be neat and professional in appearance. School nurses shall also comply with the Dress Code for all Manchester School District Staff.

Community health nurses and school nurses will be provided lab coats and will be required to wear Health Department issued name tags.

The City will no longer provide uniform allowance to school nurses. For the life of this agreement, the City agrees to utilize funds which have been appropriated for school nurse uniforms to purchase health reference books for school nurse offices. The selection of references purchased shall be determined by Health Department administration and the books shall remain the property of the Health Department unless otherwise determined by the Department.

23.2 An initial uniform allowance not to exceed \$100.00 will be provided newly employed Nurses upon presentation of receipts. Such uniform allowance will be paid only upon satisfactory completion of the initial probation period.

23.3 The uniform replacement allowance for Community Health Nurses shall be \$100.00 per contract year.

ARTICLE 24
TRAVEL ALLOWANCE

24.1 Effective upon ratification, the prevailing IRS mileage reimbursement rate shall be paid to those employees who are required to provide private transportation means to conduct their daily work activities, including schools, home, clinics and business location visits.

24.2 In the event the Department provides a City vehicle for an employee to conduct daily work activities the monthly travel allowance will be discontinued.

ARTICLE 25
SAFETY

25.1 The Department shall have the right to make regulations for the safety and health of its employees during their hours of employment. Representatives of the Department and the Union may meet once in ninety (90) days at the request of either party, to discuss such regulations. The Union agrees that its members who are employees of the Department will comply with the Department's rules and regulations relating to safety, economy, and efficiency of services to the Department and the Public.

25.2 The Union and its members agree to exercise proper care and to be responsible for all Department property issued or entrusted to them during their working hours. Where safe storage space is provided by the Department employees shall be responsible for replacing articles issued to them if the same type of article has been lost twice in the same twelve month period. In such cases the employee shall replace the second lost article.

25.3 The City shall furnish gloves, special clothing, safety vests, safety helmets, goggles, respiratory protection, lab coats and name tags as needed for the health and safety of its employees.

25.4 The City shall provide annual fit testing and training on the use of supplied respiratory protection.

ARTICLE 26
BULLETIN BOARDS

26.1 The Department shall provide space for bulletin boards for the posting of notices of the department addressed to the employees and notices of the Union addressed to the members. The Department shall locate its bulletin board at convenient places within the Department. No Union notice shall be posted in or around the Department's property except on such boards and no notice shall be posted until it has been signed either by the President or Secretary of the Union with the approval of the Department head or his/her designated representative.

ARTICLE 27
DISCIPLINARY PROCEDURES

27.1 All disciplinary actions shall be in a fair manner and shall be consistent with the infractions for which disciplinary action is being taken.

27.2 (A) All suspensions and discharges shall be stated in writing and the reasons stated and a copy given to the employee(s) and the Union within five (5) work days from the date of suspension or discharge.

(B) If the Department does not follow Section 27.2 (A) above in the case of a suspension then it shall be deemed that the suspension is without merit. When Section 27.2 (A) above is not followed in the case of a discharge said discharge shall be changed to a two (2) week suspension which shall be grievable.

27.3 Disciplinary actions will normally be taken in the following order:

- (A) Verbal warning
- (B) Written warning
- (C) Suspension without pay
- (D) Discharge

However, the above sequence need not be followed if an infraction is sufficiently severe to merit a written warning, immediate suspension or discharge.

27.4 No employee shall be penalized, disciplined, suspended or discharged without just cause.

27.5 Employees who are absent from work for more than five (5) working days and who have not been granted a leave of absence during that period, or who do not present justifiable evidence showing they were unable to report, shall be deemed to have quit.

27.6 The Personnel record of an employee will be cleared of written reprimands after a period of one (1) year from the date of the reprimand, provided there are no similar infractions committed during the intervening period.

27.7 The personnel record of an employee will be cleared of suspension notices after a period of three (3) years from the date of suspension, provided there are no similar infractions committed during the intervening period.

ARTICLE 28
GRIEVANCE PROCEDURE

28.1 A grievance is defined as a claim or dispute arising out of the application or interpretation of this agreement, under express provisions of this agreement, and shall be processed in the following manner:

28.2 **STEP 1**

An employee having a grievance must discuss the grievance with the employee's immediate supervisor or the supervisor responsible for the matter being grieved within eight (8) working days from the date of the event giving rise to the grievance or the date the employee could reasonably have been first made aware of the event. Such grievance shall be discussed between the employee, a Union representative and the supervisor. The supervisor shall give his/her answer within two (2) working days from the date he/she receives notice of the grievance.

28.3 **STEP 2**

If the grievant or the Union disagrees with the decision of the supervisor and desires to proceed with the grievance then such grievance must be submitted in writing, listing the article and section violated, the specific grievance and the remedy desired to the employee's department or division head within five (5) work days from the date the decision of the supervisor was rendered. The Department or Division head shall render his/her decision within three (3) work days from the date he/she receives the grievance.

28.4 (1) If the Union is not satisfied with the disposition of the grievance the Union must file a request for pre-arbitration meeting within ten (10) work days after the decision or the grievance will be null and void. Representatives of the Department involved and the Union will meet with the Chief Negotiator/Contract Administrator within ten (10) work days after the Union makes such request for said meeting, the purpose of which is to determine if the grievance can be settled without arbitration. A representative of the Personnel Department and/or the City Solicitor's Office shall attend only as necessary, provided that there is mutual agreement of the parties.

(2) If no settlement is reached as a result of the meeting as stated in 28.4 (1) above, the Union may submit in writing a request to a mutually agreed upon neutral arbitration agency or to the American Arbitration Association to appoint an arbitrator to resolve said grievance, such action to be filed within ten (10) working days after the

meeting under 28.4 (1) has occurred or a decision has been reached, but not later than ten (10) working days after the meeting.

If the Union fails to submit such written request for the appointment of an arbitrator within said ten (10) working days, the grievance shall be deemed abandoned and no further action shall be taken with respect to such grievance.

28.5 A grievance by a Department Head against the Union shall be presented in writing to the Union President, and shall be discussed at a meeting to be held within five (5) working days after the grievance is presented, said meeting to take place during the normal working hours.

If a satisfactory agreement is not reached at the meeting as stated above then the Department Head may proceed within ten (10) working days of said meeting to present the grievance to arbitration in accordance with Section 31.6 of this grievance procedure.

28.6 The arbitrator shall not have the power to add to, ignore or modify any of the terms and conditions of this agreement.

28.7 The decision of the arbitrator shall be final and binding upon the parties as to the matter in dispute.

28.8 The expenses of the arbitrator shall be borne by the losing party. The arbitrator shall be required to declare the losing party. Each party shall make arrangements for and pay the expenses of witnesses who are not City employees who are called by them.

28.9 Nothing contained herein shall be construed as limiting the right of any employee having a grievance to discuss the matter informally with any appropriate member of the Department, and having the grievance adjusted without the intervention of the Union, provided the adjustment is not inconsistent with the terms of this agreement and that the Union has been given the opportunity to be present at such adjustment and to state its views.

28.10 If said grievance is not reported and/or processed within the time limits set forth in Sections 28.2, 28.3, 28.5 and 28.6 the matter shall be dismissed and no further action shall be taken with respect to such grievance.

28.11 The above times may be extended or by-passed by mutual

written agreement of the parties.

28.12 All decisions involving wages, wage rates, promotions, transfers, hours worked and not worked, shall be retroactive to the date the grievance first occurred, at the discretion of the arbitrator.

ARTICLE 29
MANAGEMENT'S RIGHTS

29.1 The direction of Department operations and the determination of the methods and the means by which such operations are to be conducted shall be the function of Management. All rights and responsibilities not specifically modified by this agreement shall remain the function of Management and in accordance with the provisions of RSA 273-A:1,XI.

29.2 It shall be the right of the Union, however, to present and process grievances of its members whose wages, working conditions or status of employment are changed as a result of Management's exercising the above mentioned rights, whenever such grievances exist.

ARTICLE 30
STRIKES PROHIBITED

30.1 Under no circumstances will the Union cause, encourage, sponsor or participate in any strike, sit-down, stay-in, stay-out, sick-in, sick-out, work slowdowns, withholding of services or any curtailment of work or restriction or interference with the operations of the Department or the City of Manchester during the term of this agreement.

ARTICLE 31
CONTRACTING AND SUBCONTRACTING OUT

31.1 The City recognizes the concern of the Union in regard to contracting or subcontracting work which results in a reduction of the work force.

31.2 If the City or Department covered by this agreement changes its method of operations which involves contracting out work which is now being performed by bargaining unit employees, the City and/or Department will give notice to the Union of its intention. Furthermore, the City will make every effort to absorb affected employees into other City positions. In those cases where employees are not absorbed into other City positions, the City and/or Department will provide as much advance notice of pending lay-offs as reasonably possible.

ARTICLE 32
STABILITY OF AGREEMENT

32.1 Should any article, section or portion thereof, of this Agreement be declared invalid because it is in conflict with a Federal or State law or be held to be unenforceable by any court of competent jurisdiction, such determination shall apply only to the specific article, section or portion thereof, specified in the decision. The parties to this agreement to meet to negotiate only on the specific article or section, or portion thereof, which has been declared invalid or unenforceable, but neither party is required to make concession in order to reach agreement on the specific article or section in question.

ARTICLE 33
MISCELLANEOUS

33.1 The City agrees to provide for a payroll deduction slot for an insurance program, subject to approval by the City Finance Department.

33.2 The Union agrees to accept the City's Family and Medical Leave Act (FMLA) Policy, subject to its review by the Union's attorney, with the understanding that the policy will not be changed except by mutual agreement.

EMPLOYEE DEVELOPMENT APPEALS PROCESS

Only employees who are denied a merit step increase on their anniversary date of position due to a sub-standard performance evaluation may file an appeal. All appeals shall be initially filed with the employee's department head. Any employee receiving a satisfactory performance evaluation shall not have the right to appeal or grieve their evaluation, their pay step or the supervisor's comments. In the event that there is a disagreement between the employee and his/her supervisor over the EDP goals, the employee, after discussing the disagreement with the Department Head or his/her designee may with the concurrence of the Union, file a grievance.

If the department head rules in the employee's favor, the employee shall receive his/her merit step as of their anniversary date of position. If the department head rules against the employee, the employee shall have the right to appeal the decision to the city-wide appeals committee.

Employees will have thirty (30) days from the date of denial by their department head to file an appeal with the Human Resources Director or their right to appeal shall be forfeited.

An appeals committee shall be comprised of the following representatives:

Two union representatives appointed by the unions (with two alternates).

- One department head (with one alternate).
- One non-affiliated (with one alternate).
- An independent neutral party to act as tie breaker. This person to be selected through agreement between the City and the unions. If no decision can be reached, the neutral shall be appointed by the P.E.L.R.B. Any costs associated with the neutral party hearing appeals shall be borne half by the City and half proportionally split amongst the unions whose members are appealing. The unions shall not be responsible for any costs incurred in appeal hearings from non-affiliated employees.
- The Human Resources Director as non-voting chairman to provide staff resources.

Members cannot sit in on appeals where the appellant is a member of the same department or union.

Terms of the members on this committee shall be staggered with two (2) year terms and members cannot serve more than two consecutive terms. Members must take at least one year off after serving two terms before being allowed to serve on the committee again. Alternates shall have no term limitations.

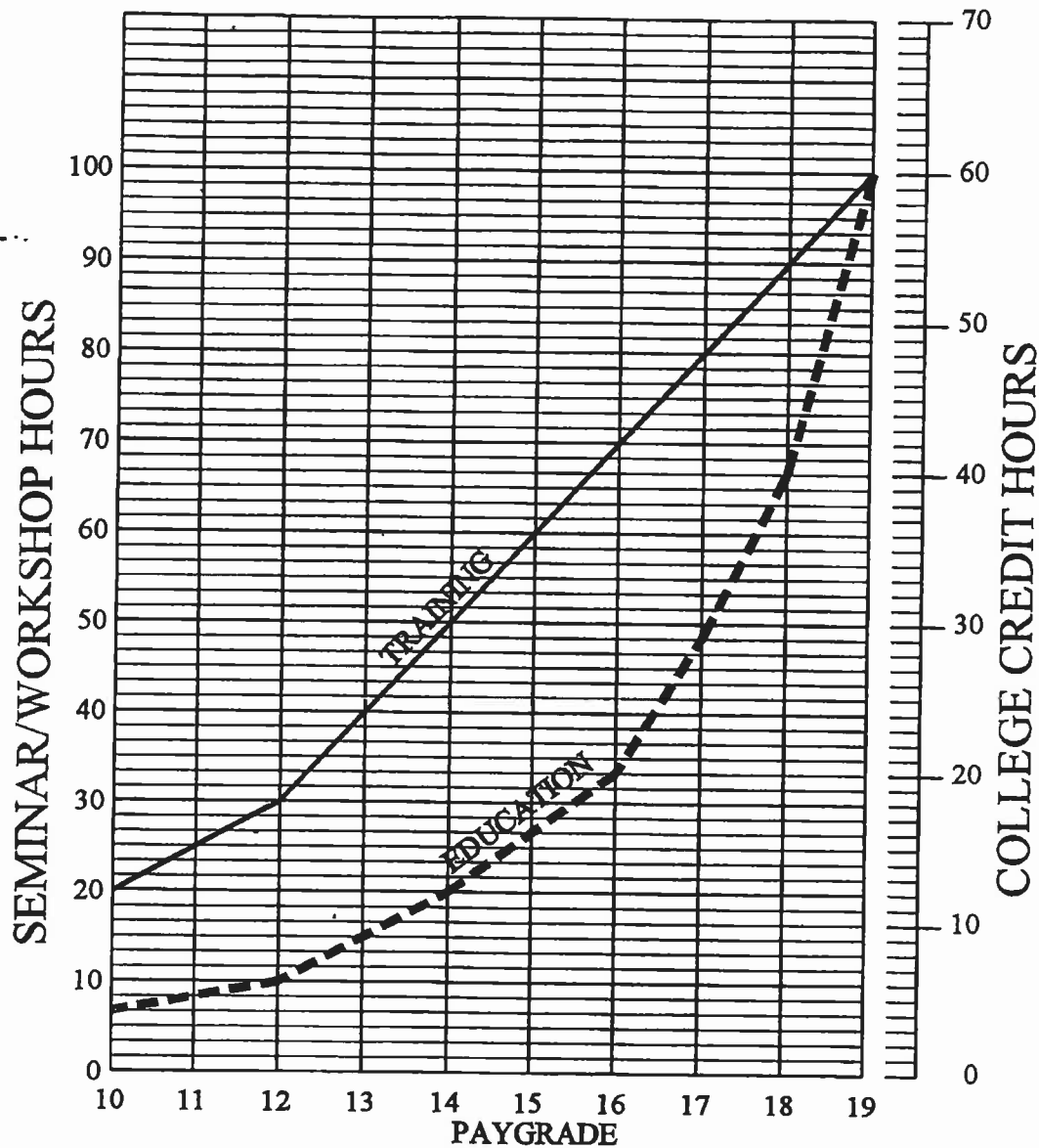
Unless agreed to by the appellant and the Human Resources Director the committee shall have sixty (60) days from receipt of the appeal to conduct a hearing on the matter.

The committee shall have thirty (30) days to render a decision on the matter.

A majority vote shall rule and all decisions are final, binding and non-grieveable. A decision favorable to the employee means the employee shall receive their merit step effective (including retro-active pay) to their position. Evaluation step increases will stop when an employee reaches Step 13 on the included pay matrix.

The provisions of this Article shall expire on the last day of this Agreement, provided that any employee denied a merit pay increase during the duration of this agreement shall be entitled to an appeal under this Article.

EDUCATIONAL & TRAINING A-STEP REQUIREMENTS



- ADDITIONAL EDUCATION
(Only requirement for A-step)
- ADDITIONAL TRAINING
(To be combined with additional skills for A-step)

Note:

- 1.) Education only or training along with skills is required for an A-step.
- 2.) An A-step for education for paygrades 8 through 12 will require a course in Customer Service/Public Relations
- 3.) Training (relevant to the position) as of January 1st, 1998 could be utilized toward an A-step.
- 4.) College credits (relevant to the position) which are currently recognized by the educational facility are acceptable toward an A-step.

HIGHWAY DEPARTMENT

"A" Step Skill Requirements

Examples of Skills

(Department pre-approval required)

- Commercial Driver's License
- Tractor Trailer License
- CPR Certification
- Defensive Driving [6 Hrs.]
- First Aid Certification
- Haz-Mat Certification
- Equipment Certification
- Work Zone Safety Training
- OSHA Certification
- ASE Certification
- Others as approved

Pay Grade Requirement Points

10 – 11	=	1	}	Obtained & Maintained
12 – 13	=	2	}	
14 – 15	=	3	}	
16 – 17	=	4	}	
18 – 19	=	5	}	

Note: Based on a determination by the Director, some skills may be worth more than one point.

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2017) - 1%

GRADE	2016														
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP AL1	
GRADE 1	Ex	14,609.11	15,047.41	15,498.80	15,963.79	16,442.71	16,935.98	17,444.07	17,967.38	18,506.40	19,061.59	19,633.46	20,222.47	20,829.14	21,454.00
	H	7.10	7.30	7.52	7.77	7.99	8.21	8.47	8.73	8.99	9.26	9.53	9.83	10.13	10.42
	O	10.650	10.950	11.280	11.655	11.985	12.315	12.705	13.095	13.485	13.890	14.295	14.745	15.195	15.630
GRADE 1A	Ex	15,120.45	15,574.07	16,041.25	16,522.53	17,018.19	17,528.72	18,054.62	18,596.25	19,154.15	19,728.75	20,320.62	20,930.25	21,558.14	22,204.88
	H	7.27	7.48	7.72	7.95	8.19	8.42	8.69	8.96	9.20	9.47	9.77	10.08	10.36	10.69
	O	10.905	11.220	11.580	11.925	12.285	12.630	13.035	13.440	13.800	14.205	14.655	15.120	15.540	16.035
GRADE 2	Ex	15,631.76	16,100.70	16,583.76	17,081.26	17,593.71	18,121.52	18,665.12	19,225.08	19,801.86	20,395.90	21,007.79	21,638.02	22,287.17	22,955.77
	H	7.49	7.76	7.97	8.21	8.46	8.72	9.00	9.26	9.53	9.83	10.13	10.42	10.74	11.05
	O	11.235	11.640	11.955	12.315	12.690	13.080	13.500	13.890	14.295	14.745	15.195	15.630	16.110	16.575
GRADE 2A	Ex	16,178.88	16,664.25	17,164.17	17,679.09	18,209.47	18,755.73	19,318.41	19,897.98	20,494.93	21,109.75	21,743.06	22,395.36	23,067.23	23,759.22
	H	7.81	8.02	8.26	8.50	8.77	9.03	9.29	9.56	9.86	10.16	10.45	10.79	11.10	11.42
	O	11.715	12.030	12.390	12.750	13.155	13.545	13.935	14.340	14.790	15.240	15.675	16.185	16.650	17.130
GRADE 3	Ex	16,725.98	17,227.75	17,744.61	18,276.96	18,825.24	19,390.00	19,971.71	20,570.87	21,188.01	21,823.63	22,478.35	23,152.67	23,847.26	24,562.67
	H	8.05	8.28	8.53	8.81	9.06	9.33	9.60	9.90	10.20	10.48	10.83	11.15	11.47	11.80
	O	12.075	12.420	12.795	13.215	13.590	13.995	14.400	14.850	15.300	15.720	16.245	16.725	17.205	17.700
GRADE 3A	Ex	17,311.39	17,830.73	18,365.68	18,916.64	19,484.15	20,068.64	20,670.71	21,290.83	21,929.57	22,587.46	23,265.09	23,963.04	24,681.92	25,422.36
	H	8.31	8.56	8.84	9.10	9.37	9.65	9.96	10.25	10.53	10.88	11.20	11.53	11.90	12.24
	O	12.465	12.840	13.260	13.650	14.055	14.475	14.940	15.375	15.795	16.320	16.800	17.295	17.850	18.360
GRADE 4	Ex	17,896.80	18,433.72	18,986.72	19,556.32	20,143.01	20,747.29	21,369.74	22,010.80	22,671.14	23,351.28	24,051.82	24,773.36	25,516.58	26,282.07
	H	8.62	8.90	9.14	9.42	9.70	10.00	10.29	10.57	10.92	11.26	11.57	11.95	12.29	12.65
	O	12.930	13.350	13.710	14.130	14.550	15.000	15.435	15.855	16.380	16.890	17.355	17.925	18.435	18.975
GRADE 4A	Ex	18,523.21	19,078.88	19,651.27	20,240.81	20,848.04	21,473.47	22,117.67	22,781.18	23,464.64	24,168.56	24,893.60	25,640.43	26,409.65	27,201.97
	H	8.91	9.18	9.45	9.73	10.05	10.32	10.65	10.96	11.30	11.64	11.99	12.35	12.70	13.10
	O	13.365	13.770	14.175	14.595	15.075	15.480	15.975	16.440	16.950	17.460	17.985	18.525	19.050	19.650
GRADE 5	Ex	19,149.58	19,724.05	20,315.81	20,925.27	21,553.02	22,199.63	22,865.60	23,551.59	24,258.13	24,985.85	25,735.44	26,507.50	27,302.74	28,121.82
	H	9.22	9.48	9.77	10.08	10.36	10.69	11.00	11.33	11.67	12.02	12.38	12.74	13.14	13.51
	O	13.830	14.220	14.655	15.120	15.540	16.035	16.500	16.995	17.505	18.030	18.570	19.110	19.710	20.265
GRADE 5A	Ex	19,819.82	20,414.40	21,026.84	21,657.66	22,307.38	22,976.60	23,665.92	24,375.89	25,107.16	25,860.37	26,636.19	27,435.26	28,258.33	29,106.09
	H	9.52	9.84	10.14	10.43	10.76	11.08	11.40	11.74	12.10	12.47	12.84	13.22	13.61	14.03
	O	14.280	14.760	15.210	15.645	16.140	16.620	17.100	17.610	18.150	18.705	19.260	19.830	20.415	21.045
GRADE 6	Ex	20,490.04	21,104.75	21,737.90	22,390.03	23,061.72	23,753.59	24,466.22	25,200.21	25,956.19	26,734.89	27,536.92	28,363.04	29,213.91	30,090.32
	H	9.87	10.18	10.46	10.80	11.11	11.43	11.77	12.13	12.50	12.87	13.25	13.67	14.06	14.47
	O	14.805	15.270	15.690	16.200	16.665	17.145	17.655	18.195	18.750	19.305	19.875	20.505	21.090	21.705
GRADE 6A	Ex	21,207.21	21,843.43	22,498.72	23,173.68	23,868.92	24,584.97	25,322.53	26,082.19	26,864.64	27,670.60	28,500.74	29,355.73	30,236.41	31,143.52
	H	10.20	10.49	10.84	11.16	11.49	11.84	12.19	12.55	12.94	13.31	13.73	14.12	14.54	15.01
	O	15.300	15.735	16.260	16.740	17.235	17.760	18.285	18.825	19.410	19.965	20.595	21.180	21.810	22.515

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2017) - 1%

GRADE	2016 STEP 1	2016 STEP 2	2016 STEP 3	2016 STEP 4	2016 STEP 5	2016 STEP 6	2016 STEP 7	2016 STEP 8	2016 STEP 9	2016 STEP 10	2016 STEP 11	2016 STEP 12	2016 STEP 13	2016 STEP AL1
GRADE 7 Ex (6E0)	21,924.36	22,582.10	23,259.56	23,937.35	24,676.06	25,415.98	26,178.84	26,964.18	27,773.12	28,606.32	29,464.51	30,348.44	31,258.88	32,196.67
	10.52	10.87	11.20	11.53	11.89	12.24	12.59	12.98	13.35	13.79	14.19	14.61	15.06	15.49
	15.780	16.305	16.800	17.295	17.835	18.360	18.885	19.470	20.025	20.685	21.285	21.915	22.590	23.235
GRADE 7A Ex (6EA)	22,691.72	23,372.48	24,073.64	24,795.84	25,539.72	26,305.89	27,095.11	27,907.94	28,745.19	29,607.53	30,495.77	31,410.67	32,352.96	33,323.56
	10.91	11.26	11.57	11.95	12.30	12.66	13.06	13.43	13.84	14.26	14.68	15.12	15.55	16.03
	16.365	16.890	17.355	17.925	18.450	18.990	19.590	20.145	20.760	21.390	22.020	22.680	23.325	24.045
GRADE 8 Ex (6F0)	23,459.08	24,162.84	24,887.73	25,634.36	26,403.40	27,195.50	28,011.35	28,851.70	29,717.25	30,608.78	31,527.01	32,472.86	33,447.01	34,450.43
	11.29	11.63	11.98	12.34	12.69	13.09	13.47	13.88	14.30	14.73	15.18	15.60	16.11	16.57
	16.935	17.445	17.970	18.510	19.035	19.635	20.205	20.820	21.450	22.095	22.770	23.400	24.165	24.855
GRADE 8A Ex (6FA)	24,280.12	25,008.55	25,758.79	26,531.56	27,327.51	28,147.35	28,991.74	29,861.51	30,757.35	31,680.06	32,630.48	33,609.39	34,617.70	35,656.21
	11.66	12.01	12.38	12.74	13.15	13.52	13.95	14.36	14.80	15.24	15.69	16.18	16.64	17.18
	17.490	18.015	18.570	19.110	19.725	20.280	20.925	21.540	22.200	22.860	23.535	24.270	24.960	25.770
GRADE 9 Ex (6G0)	25,101.22	25,854.26	26,629.88	27,428.76	28,251.64	29,099.16	29,972.14	30,871.31	31,797.46	32,751.38	33,733.91	34,745.94	35,788.31	36,861.96
	12.07	12.46	12.83	13.21	13.60	14.02	14.43	14.88	15.33	15.80	16.27	16.75	17.26	17.76
	18.105	18.690	19.245	19.815	20.400	21.030	21.645	22.320	22.995	23.700	24.405	25.125	25.890	26.640
GRADE 9A Ex (6GA)	25,979.77	26,759.13	27,561.92	28,388.76	29,240.43	30,117.63	31,021.20	31,951.81	32,910.36	33,897.68	34,914.60	35,962.05	37,040.92	38,152.09
	12.50	12.87	13.25	13.67	14.06	14.47	14.95	15.38	15.86	16.31	16.80	17.32	17.81	18.36
	18.750	19.305	19.875	20.505	21.090	21.705	22.425	23.070	23.790	24.465	25.200	25.980	26.715	27.540
GRADE 10 Ex (6H0)	26,858.27	27,664.05	28,493.95	29,348.80	30,229.23	31,136.14	32,070.20	33,032.32	34,023.29	35,043.96	36,095.30	37,178.17	38,293.48	39,442.29
	12.92	13.28	13.70	14.10	14.51	14.99	15.43	15.91	16.36	16.85	17.36	17.86	18.42	18.97
	19.380	19.920	20.550	21.150	21.765	22.485	23.145	23.865	24.540	25.275	26.040	26.790	27.630	28.455
GRADE 10A Ex (6HA)	27,798.33	28,632.28	29,491.24	30,375.99	31,287.26	32,225.88	33,192.65	34,188.46	35,214.09	36,270.51	37,358.65	38,479.38	39,633.76	40,822.76
	13.35	13.80	14.20	14.62	15.07	15.50	15.98	16.43	16.93	17.43	17.98	18.51	19.07	19.62
	20.025	20.700	21.300	21.930	22.605	23.250	23.970	24.645	25.395	26.145	26.970	27.765	28.605	29.430
GRADE 11 Ex (6I0)	28,738.36	29,600.50	30,488.54	31,403.18	32,345.29	33,315.65	34,315.13	35,344.56	36,404.88	37,497.03	38,621.97	39,780.65	40,974.03	42,203.27
	13.84	14.24	14.67	15.11	15.54	16.03	16.51	17.01	17.49	18.05	18.57	19.14	19.72	20.30
	20.760	21.360	22.005	22.665	23.310	24.045	24.765	25.515	26.235	27.075	27.855	28.710	29.580	30.450
GRADE 11A Ex (6IA)	29,744.19	30,636.55	31,555.62	32,502.29	33,477.38	34,481.68	35,516.15	36,581.62	37,679.05	38,809.46	39,973.72	41,172.94	42,408.12	43,680.37
	14.31	14.74	15.19	15.62	16.13	16.59	17.12	17.62	18.16	18.69	19.25	19.83	20.42	21.04
	21.465	22.110	22.785	23.430	24.195	24.885	25.680	26.430	27.240	28.035	28.875	29.745	30.630	31.560
GRADE 12 Ex (6J0)	30,750.06	31,672.52	32,622.71	33,601.39	34,609.47	35,647.73	36,717.17	37,818.65	38,953.25	40,121.86	41,325.48	42,565.26	43,842.22	45,157.47
	14.78	15.23	15.68	16.17	16.63	17.16	17.66	18.21	18.74	19.30	19.87	20.46	21.10	21.74
	22.170	22.845	23.520	24.255	24.945	25.740	26.490	27.315	28.110	28.950	29.805	30.690	31.650	32.610
GRADE 12A Ex (6JA)	31,826.29	32,781.13	33,764.55	34,777.45	35,820.75	36,895.40	38,002.25	39,142.32	40,316.58	41,526.11	42,771.91	44,055.04	45,376.71	46,737.98
	15.30	15.76	16.24	16.73	17.24	17.74	18.28	18.84	19.40	19.98	20.59	21.20	21.83	22.48
	22.950	23.640	24.360	25.095	25.860	26.610	27.420	28.260	29.100	29.970	30.885	31.800	32.745	33.720

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GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14
GRADE 13 Ex (6K0)	32,902.54	33,889.65	34,906.34	35,953.50	37,032.10	38,143.08	39,287.36	40,465.98	41,679.95	42,930.37	44,218.32	45,544.81	46,911.21	48,318.50
	H	15.85	16.30	17.31	17.80	18.35	18.91	19.48	20.04	20.66	21.27	21.92	22.56	23.26
	O	23.775	24.450	25.170	25.965	26.700	27.525	28.365	29.220	30.060	30.990	31.905	32.880	33.840
GRADE 13A Ex (6KA)	34,054.15	35,075.76	36,128.06	37,211.88	38,328.24	39,478.09	40,662.42	41,882.31	43,138.77	44,432.93	45,765.91	47,138.93	48,553.05	50,009.67
	H	16.36	17.38	17.89	18.44	18.99	19.56	20.15	20.75	21.38	22.02	22.66	23.36	24.08
	O	24.540	25.290	26.070	26.835	27.660	28.485	29.340	30.225	31.125	32.070	33.030	33.990	35.040
GRADE 14 Ex (6L0)	35,205.75	36,261.92	37,349.77	38,470.25	39,624.36	40,813.09	42,037.49	43,298.63	44,597.58	45,935.51	47,313.53	48,732.97	50,194.97	51,700.81
	H	16.91	17.43	17.98	18.50	19.04	19.61	20.23	20.81	21.45	22.09	22.77	23.45	24.16
	O	25.365	26.145	26.970	27.750	28.560	29.415	30.345	31.215	32.175	33.135	34.155	35.175	36.240
GRADE 14A Ex (6LA)	36,437.94	37,531.07	38,657.00	39,816.70	41,011.22	42,241.52	43,508.81	44,814.08	46,158.49	47,543.25	48,969.54	50,438.62	51,951.75	53,510.36
	H	17.49	18.06	18.58	19.15	19.73	20.32	20.93	21.54	22.20	22.87	23.55	24.26	24.97
	O	26.235	27.090	27.870	28.725	29.595	30.480	31.395	32.310	33.300	34.305	35.325	36.390	37.455
GRADE 15 Ex (6M0)	37,670.13	38,800.25	39,964.26	41,163.19	42,398.07	43,670.03	44,980.12	46,329.54	47,719.41	49,150.99	50,625.51	52,144.28	53,708.59	55,319.87
	H	18.12	18.64	19.21	19.81	20.40	21.02	21.64	22.28	22.96	23.64	24.35	25.07	25.83
	O	27.180	27.960	28.815	29.715	30.600	31.530	32.460	33.420	34.440	35.460	36.525	37.605	38.745
GRADE 15A Ex (6MA)	38,988.59	40,158.25	41,362.98	42,603.89	43,882.00	45,198.46	46,554.42	47,951.06	49,389.59	50,871.27	52,397.41	53,969.33	55,588.40	57,256.06
	H	18.76	19.31	19.90	20.50	21.14	21.77	22.41	23.08	23.75	24.47	25.22	25.96	26.74
	O	28.140	28.965	29.850	30.750	31.710	32.655	33.615	34.620	35.625	36.705	37.830	38.940	40.110
GRADE 16 Ex (6N0)	40,307.06	41,516.25	42,761.74	44,044.57	45,365.94	46,726.90	48,128.71	49,572.59	51,059.75	52,591.56	54,169.30	55,794.37	57,468.20	59,192.23
	H	19.39	19.97	20.59	21.20	21.83	22.48	23.15	23.83	24.57	25.32	26.07	26.85	27.65
	O	29.085	29.955	30.885	31.800	32.745	33.720	34.725	35.745	36.855	37.980	39.105	40.275	41.475
GRADE 16A Ex (6NA)	41,717.80	42,969.33	44,258.40	45,586.19	46,953.74	48,362.35	49,813.24	51,307.62	52,846.87	54,432.25	56,065.23	57,747.16	59,479.59	61,263.96
	H	20.04	20.66	21.27	21.92	22.58	23.28	24.00	24.69	25.44	26.18	26.99	27.81	28.64
	O	30.060	30.990	31.905	32.880	33.870	34.920	36.000	37.035	38.160	39.270	40.485	41.715	42.960
GRADE 17 Ex (6O0)	43,128.55	44,422.41	45,755.07	47,127.72	48,541.55	49,997.81	51,497.72	53,042.69	54,633.93	56,272.95	57,961.13	59,699.98	61,490.97	63,335.71
	H	20.74	21.37	22.01	22.65	23.35	24.07	24.78	25.51	26.29	27.08	27.87	28.70	29.56
	O	31.110	32.055	33.015	33.975	35.025	36.105	37.170	38.265	39.435	40.620	41.805	43.050	44.340
GRADE 17A Ex (6OA)	44,638.06	45,977.17	47,356.50	48,777.19	50,240.49	51,747.71	53,300.15	54,899.15	56,546.13	58,242.53	59,989.78	61,789.47	63,643.15	65,552.46
	H	21.46	22.10	22.78	23.46	24.17	24.88	25.62	26.41	27.18	27.99	28.87	29.71	30.60
	O	32.190	33.150	34.170	35.190	36.255	37.320	38.430	39.615	40.770	41.985	43.305	44.565	45.900
GRADE 18 Ex (6P0)	46,147.53	47,531.95	48,957.91	50,426.66	51,939.46	53,497.65	55,102.58	56,755.65	58,458.32	60,212.06	62,018.41	63,878.98	65,795.33	67,769.20
	H	22.19	22.86	23.53	24.24	24.96	25.71	26.51	27.29	28.13	28.99	29.86	30.75	31.66
	O	33.285	34.290	35.295	36.360	37.440	38.565	39.765	40.935	42.195	43.485	44.790	46.125	47.490
GRADE 18A Ex (6PA)	47,762.71	49,195.56	50,671.45	52,191.61	53,757.32	55,370.06	57,031.14	58,742.11	60,504.37	62,319.48	64,189.08	66,114.74	68,098.18	70,141.14
	H	22.97	23.65	24.36	25.09	25.85	26.63	27.43	28.26	29.10	29.96	30.86	31.76	32.76
	O	34.455	35.475	36.540	37.635	38.775	39.945	41.145	42.390	43.650	44.940	46.290	47.640	49.140

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GRADE	2016 STEP 1	2016 STEP 2	2016 STEP 3	2016 STEP 4	2016 STEP 5	2016 STEP 6	2016 STEP 7	2016 STEP 8	2016 STEP 9	2016 STEP 10	2016 STEP 11	2016 STEP 12	2016 STEP 13	2016 STEP AL1
GRADE 19 Ex (6Q0) H O	49,377.87 23.74 35.610	50,859.21 24.45 36.675	52,384.97 25.20 37.800	53,956.52 25.94 38.910	55,575.22 26.71 40.065	57,242.50 27.54 41.310	58,959.76 28.37 42.555	60,728.55 29.20 43.800	62,550.41 30.10 45.150	64,426.89 30.98 46.470	66,359.72 31.94 47.910	68,350.52 32.88 49.320	70,401.03 33.87 50.805	72,513.04 34.90 52.350
GRADE 19A Ex (6QA) H O	51,106.08 24.59 36.885	52,639.27 25.35 38.025	54,218.44 26.09 39.135	55,845.00 26.87 40.305	57,520.36 27.68 41.520	59,245.98 28.49 42.735	61,023.32 29.34 44.010	62,854.07 30.24 45.360	64,739.67 31.16 46.740	66,681.85 32.09 48.135	68,682.30 33.03 49.545	70,742.78 34.03 51.045	72,865.06 35.06 52.590	75,051.00 36.12 54.180
GRADE 20 Ex (6R0) H O	52,834.30 25.41 38.115	54,419.31 26.15 39.225	56,051.89 26.95 40.425	57,733.49 27.79 41.685	59,465.49 28.62 42.930	61,249.45 29.48 44.220	63,086.94 30.35 45.525	64,979.55 31.28 46.920	66,928.92 32.20 48.300	68,936.78 33.18 49.770	71,004.90 34.16 51.240	73,135.03 35.17 52.755	75,329.10 36.25 54.375	77,588.98 37.34 56.010
GRADE 20A Ex (6RA) H O	54,683.51 26.32 39.480	56,324.01 27.11 40.665	58,013.75 27.90 41.850	59,754.17 28.73 43.095	61,546.78 29.59 44.385	63,393.19 30.49 45.735	65,294.95 31.41 47.115	67,253.81 32.36 48.540	69,271.44 33.34 50.010	71,349.56 34.32 51.480	73,490.07 35.35 53.025	75,694.77 36.41 54.615	77,965.59 37.50 56.250	80,304.57 38.62 57.930
GRADE 21 Ex (6S0) H O	56,532.70 27.17 40.755	58,228.67 27.99 41.985	59,975.56 28.86 43.290	61,774.83 29.70 44.550	63,628.05 30.59 45.885	65,536.92 31.54 47.310	67,503.01 32.48 48.720	69,528.09 33.44 50.160	71,613.94 34.46 51.690	73,762.36 35.47 53.205	75,975.25 36.52 54.780	78,254.49 37.63 56.445	80,602.15 38.77 58.155	83,020.19 39.94 59.910
GRADE 21A Ex (6SA) H O	58,511.35 28.15 42.225	60,266.70 29.01 43.515	62,074.71 29.88 44.820	63,936.94 30.77 46.155	65,855.04 31.68 47.520	67,830.70 32.65 48.975	69,865.60 33.63 50.445	71,961.60 34.63 51.945	74,120.44 35.68 53.520	76,344.06 36.75 55.125	78,634.37 37.84 56.760	80,993.42 38.98 58.470	83,423.18 40.15 60.225	85,925.90 41.36 62.040
GRADE 22 Ex (6T0) H O	60,490.00 29.09 43.635	62,304.68 29.95 44.925	64,173.81 30.85 46.275	66,099.07 31.75 47.625	68,082.03 32.75 49.125	70,124.51 33.72 50.580	72,228.22 34.71 52.065	74,395.06 35.78 53.670	76,626.91 36.84 55.260	78,925.73 37.98 56.970	81,293.50 39.10 58.650	83,732.31 40.27 60.405	86,244.26 41.49 62.235	88,831.58 42.72 64.080
GRADE 22A Ex (6TA) H O	62,607.15 30.12 45.180	64,485.37 31.00 46.500	66,419.94 31.96 47.940	68,412.51 32.90 49.350	70,464.90 33.89 50.835	72,578.85 34.94 52.410	74,756.23 35.94 53.910	76,998.88 37.04 55.560	79,308.87 38.13 57.195	81,688.13 39.29 58.935	84,138.79 40.45 60.675	86,662.95 41.66 62.490	89,262.83 42.94 64.410	91,940.73 44.21 66.315
GRADE 23 Ex (6U0) H O	64,724.29 31.09 46.635	66,666.02 32.07 48.105	68,666.03 33.01 49.515	70,725.97 34.01 51.015	72,847.79 35.04 52.560	75,033.18 36.09 54.135	77,284.19 37.17 55.755	79,602.74 38.27 57.405	81,990.80 39.43 59.145	84,450.54 40.60 60.900	86,984.05 41.82 62.730	89,593.57 43.07 64.605	92,281.37 44.39 66.585	95,049.81 45.69 68.535
GRADE 23A Ex (6UA) H O	66,989.64 32.20 48.300	68,999.35 33.18 49.770	71,069.32 34.16 51.240	73,201.40 35.18 52.770	75,397.44 36.27 54.405	77,659.38 37.35 56.025	79,989.14 38.47 57.705	82,388.81 39.62 59.430	84,860.49 40.81 61.215	87,406.30 42.02 63.030	90,028.49 43.28 64.920	92,729.33 44.59 66.885	95,511.21 45.93 68.895	98,376.56 47.31 70.965
GRADE 24 Ex (6V0) H O	69,254.99 33.30 49.950	71,332.64 34.29 51.435	73,472.65 35.33 52.995	75,676.83 36.38 54.570	77,947.11 37.48 56.220	80,285.54 38.60 57.900	82,694.07 39.76 59.640	85,174.92 40.97 61.455	87,730.18 42.19 63.285	90,362.09 43.44 65.160	93,072.92 44.74 67.110	95,865.11 46.12 69.180	98,741.07 47.49 71.235	101,703.30 48.91 73.365
GRADE 24A Ex (6VA) H O	71,678.94 34.47 51.705	73,829.31 35.49 53.235	76,044.18 36.54 54.810	78,325.50 37.65 56.475	80,675.28 38.79 58.185	83,095.52 39.96 59.940	85,588.39 41.14 61.710	88,156.02 42.38 63.570	90,800.72 43.66 65.490	93,524.73 44.98 67.470	96,330.46 46.32 69.480	99,220.40 47.70 71.550	102,197.00 49.13 73.695	105,262.92 50.61 75.915

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2017) - 1%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15
GRADE 25	74,102.86	76,325.93	78,615.71	80,974.18	83,403.42	85,905.55	88,482.68	91,137.15	93,871.31	96,687.41	99,588.04	102,575.69	105,652.96	108,822.53	112,094.11
(6W0)	H	35.63	37.78	38.94	40.10	41.30	42.56	43.83	45.14	46.49	47.88	49.31	50.79	52.33	53.92
	O	53.445	55.050	56.670	58.410	60.150	61.950	63.840	65.745	67.710	69.735	71.820	73.965	76.185	78.485
GRADE 25A	76,696.46	78,997.36	81,367.24	83,808.30	86,322.55	88,912.19	91,579.58	94,326.96	97,156.79	100,071.49	103,073.64	106,165.84	109,350.81	112,631.32	116,011.41
(6WA)	H	36.88	38.00	39.13	40.30	41.51	42.76	44.05	45.36	46.73	48.13	49.58	51.07	52.58	54.17
	O	55.320	57.000	58.695	60.450	62.265	64.140	66.075	68.040	70.095	72.195	74.370	76.605	78.870	81.255
GRADE 26	79,290.05	81,668.76	84,118.82	86,642.37	89,241.63	91,918.92	94,676.47	97,516.77	100,442.26	103,455.54	106,559.19	109,755.98	113,048.63	116,440.11	119,931.52
(6X0)	H	38.13	39.29	40.45	41.66	42.93	44.20	45.53	46.88	48.30	49.75	51.23	52.77	54.36	55.97
	O	57.195	58.935	60.675	62.490	64.395	66.300	68.295	70.320	72.450	74.625	76.845	79.155	81.540	83.955
GRADE 26A	82,065.22	84,527.17	87,062.99	89,674.88	92,365.11	95,187.57	97,990.14	100,929.86	103,957.74	107,076.47	110,288.77	113,597.41	117,005.37	120,515.52	124,127.91
(6XA)	H	39.46	40.65	41.87	43.13	44.43	45.73	47.13	48.55	50.00	51.50	53.03	54.64	56.28	57.95
	O	59.190	60.975	62.805	64.695	66.645	68.595	70.695	72.825	75.000	77.250	79.545	81.960	84.420	86.925
GRADE 27	84,840.35	87,385.56	90,007.14	92,707.34	95,488.56	98,353.22	101,303.82	104,342.95	107,473.21	110,697.40	114,018.35	117,438.88	120,962.08	124,590.91	128,318.28
(6Y0)	H	40.80	42.01	43.27	44.58	45.92	47.30	48.69	50.17	51.67	53.24	54.82	56.47	58.17	59.92
	O	61.200	63.015	64.905	66.870	68.880	70.950	73.035	75.255	77.505	79.860	82.230	84.705	87.255	89.880
GRADE 27A	87,809.76	90,444.05	93,157.39	95,952.10	98,830.66	101,795.59	104,849.43	107,994.93	111,234.79	114,571.82	118,008.97	121,549.25	125,195.72	128,951.62	132,724.05
(6YA)	H	42.23	43.47	44.77	46.15	47.53	48.95	50.40	51.93	53.49	55.07	56.74	58.44	60.20	61.99
	O	63.345	65.205	67.155	69.225	71.295	73.425	75.600	77.895	80.235	82.605	85.110	87.660	90.300	92.985
GRADE 28	90,779.17	93,502.56	96,307.61	99,196.89	102,172.78	105,237.97	108,395.08	111,646.94	114,996.34	118,446.24	121,999.63	125,659.62	129,429.42	133,312.28	137,302.12
(6Z0)	H	43.64	44.96	46.30	47.69	49.12	50.59	52.12	53.68	55.30	56.97	58.69	60.45	62.25	64.12
	O	65.460	67.440	69.450	71.535	73.680	75.885	78.180	80.520	82.950	85.455	88.035	90.675	93.375	96.180
GRADE 28A	93,956.45	96,775.13	99,678.38	102,668.77	105,748.82	108,921.29	112,188.91	115,554.59	119,021.23	122,591.86	126,269.59	130,057.73	133,959.45	137,978.22	142,012.12
(6ZA)	H	45.17	46.55	47.93	49.36	50.84	52.38	53.94	55.56	57.22	58.93	60.71	62.52	64.41	66.34
	O	67.755	69.825	71.895	74.040	76.260	78.570	80.910	83.340	85.830	88.395	91.065	93.780	96.615	99.510
GRADE 29	97,133.71	100,047.73	103,049.18	106,140.65	109,324.86	112,604.60	115,982.75	119,462.21	123,046.09	126,737.48	130,539.61	134,455.78	138,489.47	142,644.16	146,912.45
(600)	H	46.72	48.12	49.56	51.06	52.57	54.16	55.79	57.46	59.20	60.96	62.80	64.65	66.61	68.60
	O	70.080	72.180	74.340	76.590	78.855	81.240	83.685	86.190	88.800	91.440	94.200	96.975	99.915	102.900
GRADE 29A	100,533.39	103,549.39	106,655.89	109,855.58	113,151.23	116,545.77	120,042.16	123,643.40	127,352.70	131,173.31	135,108.48	139,161.75	143,336.60	147,636.71	152,052.55
(60A)	H	48.33	49.79	51.28	52.82	54.42	56.04	57.74	59.47	61.25	63.07	64.98	66.92	68.93	70.99
	O	72.495	74.685	76.920	79.230	81.630	84.060	86.610	89.205	91.875	94.605	97.470	100.380	103.395	106.485
GRADE 30	103,933.05	107,051.08	110,262.60	113,570.50	116,977.58	120,486.92	124,101.53	127,824.58	131,659.31	135,609.11	139,677.36	143,867.69	148,183.71	152,629.25	157,191.25
(610)	H	49.94	51.46	52.99	54.62	56.25	57.93	59.65	61.48	63.30	65.23	67.18	69.17	71.27	73.40
	O	74.910	77.190	79.485	81.930	84.375	86.895	89.475	92.220	94.950	97.845	100.770	103.755	106.905	110.100
GRADE 30A	107,570.72	110,797.87	114,121.79	117,545.46	121,071.83	124,703.97	128,445.08	132,298.45	136,267.40	140,355.42	144,566.08	148,903.06	153,370.15	157,971.25	162,692.55
(61A)	H	51.72	53.29	54.89	56.53	58.25	59.98	61.78	63.64	65.53	67.51	69.53	71.61	73.77	75.96
	O	77.580	79.935	82.335	84.795	87.375	89.970	92.670	95.460	98.295	101.265	104.295	107.415	110.655	113.940

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2017) - 1%

GRADE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14
GRADE 31 (620)	Ex	111,208.40	114,544.67	117,981.00	121,520.43	125,166.04	128,921.03	132,788.65	136,772.30	140,875.49	145,101.74	149,454.78	153,938.30	158,556.59	163,313.27
	H	53.48	55.06	56.72	58.42	60.17	61.97	63.83	65.75	67.72	69.77	71.88	74.03	76.23	78.53
	O	80.220	82.590	85.080	87.630	90.255	92.955	95.745	98.625	101.580	104.655	107.820	111.045	114.345	117.795
GRADE 31A (62A)	Ex	115,100.70	118,553.71	122,110.31	125,773.63	129,546.83	133,433.24	137,436.22	141,559.33	145,806.10	150,180.31	154,685.69	159,326.28	164,106.08	169,029.26
	H	55.34	57.00	58.72	60.49	62.29	64.17	66.09	68.05	70.11	72.20	74.39	76.61	78.92	81.28
	O	83.010	85.500	88.080	90.735	93.435	96.255	99.135	102.075	105.165	108.300	111.585	114.915	118.380	121.920
GRADE 32 (630)	Ex	118,993.00	122,562.77	126,239.65	130,026.85	133,927.65	137,945.49	142,083.83	146,346.35	150,736.75	155,258.87	159,916.60	164,714.11	169,655.54	174,745.22
	H	57.20	58.91	60.70	62.51	64.40	66.33	68.32	70.37	72.48	74.64	76.89	79.21	81.57	84.04
	O	85.800	88.365	91.050	93.765	96.600	99.495	102.480	105.555	108.720	111.960	115.335	118.815	122.355	126.060
GRADE 32A (63A)	Ex	123,157.72	126,852.48	130,658.06	134,577.79	138,615.14	142,773.58	147,056.80	151,468.49	156,012.53	160,692.91	165,513.69	170,479.10	175,593.49	180,861.31
	H	59.22	61.00	62.85	64.71	66.65	68.66	70.73	72.82	75.02	77.27	79.59	81.97	84.44	86.98
	O	88.830	91.500	94.275	97.065	99.975	102.990	106.095	109.230	112.530	115.905	119.385	122.955	126.660	130.470
GRADE 33 (640)	Ex	127,322.48	131,142.18	135,076.44	139,128.71	143,302.59	147,601.65	152,029.71	156,590.58	161,288.31	166,126.95	171,110.81	176,244.08	181,531.45	186,977.37
	H	61.21	63.04	64.96	66.90	68.91	70.97	73.11	75.30	77.55	79.87	82.28	84.76	87.29	89.90
	O	91.815	94.560	97.440	100.350	103.365	106.455	109.665	112.950	116.325	119.805	123.420	127.140	130.935	134.850
GRADE 33A (64A)	Ex	131,778.77	135,732.15	139,804.12	143,998.24	148,318.19	152,767.72	157,350.73	162,071.25	166,933.41	171,941.44	177,099.66	182,412.66	187,885.04	193,521.58
	H	63.34	65.27	67.22	69.24	71.32	73.45	75.65	77.91	80.26	82.66	85.15	87.73	90.34	93.03
	O	95.010	97.905	100.830	103.860	106.980	110.175	113.475	116.865	120.390	123.990	127.725	131.595	135.510	139.545
GRADE 34 (650)	Ex	136,235.04	140,322.14	144,531.79	148,867.74	153,333.76	157,933.80	162,671.79	167,551.95	172,578.50	177,755.86	183,088.55	188,581.17	194,238.64	200,065.80
	H	65.49	67.46	69.50	71.56	73.73	75.93	78.22	80.56	82.98	85.47	88.02	90.69	93.41	96.20
	O	98.235	101.190	104.250	107.340	110.595	113.895	117.330	120.840	124.470	128.205	132.030	136.035	140.115	144.300
GRADE 34A (65A)	Ex	141,003.28	145,233.40	149,590.39	154,078.13	158,700.44	163,461.46	168,365.30	173,416.25	178,618.75	183,977.31	189,496.64	195,181.52	201,037.03	207,068.11
	H	67.80	69.81	71.94	74.08	76.30	78.59	80.95	83.38	85.87	88.45	91.09	93.86	96.66	99.56
	O	101.700	104.715	107.910	111.120	114.450	117.885	121.425	125.070	128.805	132.675	136.635	140.790	144.990	149.340
GRADE 35 (660)	Ex	145,771.50	150,144.65	154,649.01	159,288.48	164,067.13	168,989.15	174,058.81	179,280.58	184,658.99	190,198.77	195,904.76	201,781.83	207,835.35	214,070.38
	H	70.09	72.19	74.37	76.59	78.90	81.26	83.69	86.21	88.78	91.47	94.20	97.02	99.95	102.95
	O	105.135	108.285	111.555	114.885	118.350	121.890	125.535	129.315	133.170	137.205	141.300	145.530	149.925	154.425
GRADE 35A (66A)	Ex	150,873.52	155,399.75	160,061.71	164,863.57	169,809.48	174,903.76	180,150.87	185,555.39	191,122.06	196,855.72	202,761.44	208,844.21	215,109.58	221,562.86
	H	72.54	74.72	76.95	79.26	81.63	84.09	86.62	89.22	91.90	94.65	97.50	100.40	103.41	106.50
	O	108.810	112.080	115.425	118.890	122.445	126.135	129.930	133.830	137.850	141.975	146.250	150.600	155.115	159.750
GRADE 36 (670)	Ex	155,975.52	160,654.80	165,474.45	170,438.65	175,551.84	180,818.40	186,242.95	191,830.22	197,585.14	203,512.68	209,618.09	215,906.60	222,383.84	229,055.33
	H	75.00	77.23	79.56	81.94	84.41	86.94	89.56	92.23	95.02	97.87	100.81	103.83	106.93	110.13
	O	112.500	115.845	119.340	122.910	126.615	130.410	134.340	138.345	142.530	146.805	151.215	155.745	160.395	165.195
GRADE 36A (67A)	Ex	161,434.65	166,277.73	171,266.04	176,404.01	181,696.16	187,147.02	192,761.43	198,544.26	204,500.59	210,635.61	216,954.71	223,463.33	230,167.25	237,072.26
	H	77.63	79.95	82.36	84.83	87.38	89.98	92.70	95.46	98.30	101.25	104.28	107.42	110.65	114.00
	O	116.445	119.925	123.540	127.245	131.070	134.970	139.050	143.190	147.450	151.875	156.420	161.130	165.975	171.000

GRADE	2016			2016			2016			2016		
	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7
GRADE 1	Ex	22,097.62	22,765.51	23,443.36	24,146.68	24,871.06	25,617.19					
	H	10.74	11.03	11.38	11.72	12.08	12.43					
	O	16.110	16.545	17.070	17.580	18.120	18.645					
GRADE 1A	Ex	22,871.03	23,562.31	24,263.88	24,991.79	25,741.58	26,513.80					
	H	11.00	11.32	11.67	12.02	12.38	12.74					
	O	16.500	16.980	17.505	18.030	18.570	19.110					
GRADE 2	Ex	23,644.45	24,359.11	25,084.40	25,836.94	26,612.05	27,410.38					
	H	11.38	11.74	12.07	12.44	12.81	13.19					
	O	17.070	17.610	18.105	18.660	19.215	19.785					
GRADE 2A	Ex	24,472.01	25,211.68	25,962.34	26,741.20	27,543.49	28,369.77					
	H	11.76	12.12	12.50	12.87	13.25	13.67					
	O	17.640	18.180	18.750	19.305	19.875	20.505					
GRADE 3 (6A0)	Ex	25,299.58	26,064.25	26,840.30	27,645.51	28,474.84	29,329.13					
	H	12.16	12.53	12.92	13.28	13.70	14.10					
	O	18.240	18.795	19.380	19.920	20.550	21.150					
GRADE 3A (6AA)	Ex	26,185.04	26,976.47	27,779.72	28,613.12	29,471.51	30,355.65					
	H	12.59	12.98	13.35	13.79	14.19	14.61					
	O	18.885	19.470	20.025	20.685	21.285	21.915					
GRADE 4 (6B0)	Ex	27,070.51	27,888.73	28,719.13	29,580.70	30,468.12	31,382.16					
	H	13.04	13.42	13.83	14.23	14.66	15.10					
	O	19.560	20.130	20.745	21.345	21.990	22.650					
GRADE 4A (6BA)	Ex	28,018.02	28,864.86	29,724.28	30,616.03	31,534.51	32,480.54					
	H	13.47	13.88	14.30	14.73	15.18	15.60					
	O	20.205	20.820	21.450	22.095	22.770	23.400					
GRADE 5 (6C0)	Ex	28,965.47	29,840.92	30,729.46	31,651.33	32,600.89	33,578.89					
	H	13.94	14.35	14.77	15.22	15.67	16.16					
	O	20.910	21.525	22.155	22.830	23.505	24.240					
GRADE 5A (6CA)	Ex	29,979.26	30,885.37	31,805.00	32,759.16	33,741.91	34,754.16					
	H	14.44	14.90	15.34	15.82	16.28	16.76					
	O	21.660	22.350	23.010	23.730	24.420	25.140					
GRADE 6 (6D0)	Ex	30,993.05	31,929.82	32,880.54	33,866.96	34,882.95	35,929.46					
	H	14.95	15.38	15.86	16.31	16.80	17.32					
	O	22.425	23.070	23.790	24.465	25.200	25.980					
GRADE 6A (6DA)	Ex	32,077.81	33,047.36	34,031.34	35,052.27	36,103.85	37,186.97					
	H	15.44	15.92	16.37	16.87	17.38	17.89					
	O	23.160	23.880	24.555	25.305	26.070	26.835					

GRADE		2016	2016	2016	2016	2016	2016	2016	2016
		STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7	STEP AL8	STEP AL9
GRADE 7	Ex	33,162.56	34,164.90	35,182.17	36,237.63	37,324.74	38,444.51		
	H	15.96	16.42	16.92	17.42	17.96	18.48		
	O	23.940	24.630	25.380	26.130	26.940	27.720		
GRADE 7A	Ex	34,323.24	35,360.67	36,413.57	37,505.94	38,631.12	39,790.08		
	H	16.51	17.01	17.49	18.05	18.57	19.14		
	O	24.765	25.515	26.235	27.075	27.855	28.710		
GRADE 8	Ex	35,483.95	36,556.45	37,644.92	38,774.26	39,937.49	41,135.62		
	H	17.08	17.59	18.12	18.63	19.20	19.79		
	O	25.620	26.385	27.180	27.945	28.800	29.685		
GRADE 8A	Ex	36,725.88	37,835.92	38,962.50	40,131.36	41,335.31	42,575.34		
	H	17.68	18.22	18.76	19.31	19.88	20.49		
	O	26.520	27.330	28.140	28.965	29.820	30.735		
GRADE 9	Ex	37,967.83	39,115.40	40,280.07	41,488.47	42,733.12	44,015.11		
	H	18.31	18.86	19.44	20.00	20.61	21.22		
	O	27.465	28.290	29.160	30.000	30.915	31.830		
GRADE 9A	Ex	39,296.71	40,484.47	41,689.87	42,940.56	44,228.75	45,555.65		
	H	18.92	19.49	20.05	20.67	21.28	21.94		
	O	28.380	29.235	30.075	31.005	31.920	32.910		
GRADE 10	Ex	40,625.59	41,853.51	43,099.66	44,392.65	45,724.41	47,096.16		
	H	19.54	20.12	20.73	21.35	21.99	22.64		
	O	29.310	30.180	31.095	32.025	32.985	33.960		
GRADE 10A	Ex	42,047.45	43,318.33	44,608.14	45,946.39	47,324.77	48,744.54		
	H	20.23	20.81	21.45	22.09	22.77	23.45		
	O	30.345	31.215	32.175	33.135	34.155	35.175		
GRADE 11	Ex	43,469.36	44,783.21	46,116.64	47,500.13	48,925.15	50,392.89		
	H	20.89	21.53	22.19	22.86	23.53	24.24		
	O	31.335	32.295	33.285	34.290	35.295	36.360		
GRADE 11A	Ex	44,990.77	46,350.60	47,730.71	49,162.64	50,637.53	52,156.66		
	H	21.66	22.33	22.98	23.66	24.38	25.11		
	O	32.490	33.495	34.470	35.490	36.570	37.665		
GRADE 12	Ex	46,512.21	47,918.04	49,344.82	50,825.13	52,349.90	53,920.41		
	H	22.39	23.05	23.72	24.44	25.19	25.93		
	O	33.585	34.575	35.580	36.660	37.785	38.895		
GRADE 12A	Ex	48,140.12	49,595.16	51,071.85	52,604.02	54,182.16	55,807.61		
	H	23.15	23.84	24.58	25.34	26.08	26.86		
	O	34.725	35.760	36.870	38.010	39.120	40.290		

GRADE	2016			2016			2016			2016		
	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7
GRADE 13 Ex (6K0) H O	49,768.06 23.98 35.970	51,261.10 24.67 37.005	52,798.94 25.42 38.130	54,382.87 26.16 39.240	56,014.39 26.95 40.425	57,694.83 27.79 41.685						
GRADE 13A Ex (6KA) H O	51,509.95 24.80 37.200	53,066.84 25.53 38.295	54,646.90 26.31 39.465	56,286.30 27.10 40.650	57,974.90 27.89 41.835	59,714.16 28.72 43.080						
GRADE 14 Ex (6L0) H O	53,251.84 25.62 38.430	54,861.36 26.41 39.615	56,494.88 27.18 40.770	58,189.72 27.99 41.985	59,935.41 28.84 43.260	61,733.46 29.69 44.535						
GRADE 14A Ex (6LA) H O	55,115.66 26.52 39.780	56,781.53 27.31 40.965	58,472.20 28.14 42.210	60,226.34 29.00 43.500	62,033.17 29.87 44.805	63,894.15 30.76 46.140						
GRADE 15 Ex (6M0) H O	56,979.44 27.42 41.130	58,701.64 28.25 42.375	60,449.50 29.09 43.635	62,263.00 29.95 44.925	64,130.89 30.85 46.275	66,054.81 31.75 47.625						
GRADE 15A Ex (6MA) H O	58,973.73 28.38 42.570	60,756.22 29.21 43.815	62,565.23 30.11 45.165	64,442.20 30.99 46.485	66,375.45 31.94 47.910	68,366.74 32.88 49.320						
GRADE 16 Ex (6N0) H O	60,968.02 29.31 43.965	62,797.06 30.21 45.315	64,680.96 31.10 46.650	66,621.41 32.05 48.075	68,620.06 32.99 49.485	70,678.65 33.99 50.985						
GRADE 16A Ex (6NA) H O	63,101.89 30.38 45.570	65,009.13 31.30 46.950	66,944.81 32.22 48.330	68,953.13 33.21 49.815	71,021.75 34.20 51.300	73,152.39 35.21 52.815						
GRADE 17 Ex (6O0) H O	65,235.77 31.37 47.055	67,207.51 32.33 48.495	69,208.63 33.30 49.950	71,284.89 34.29 51.435	73,423.44 35.32 52.980	75,626.15 36.37 54.555						
GRADE 17A Ex (6OA) H O	67,519.03 32.49 48.735	69,559.78 33.45 50.175	71,630.94 34.47 51.705	73,779.87 35.49 53.235	75,993.25 36.54 54.810	78,273.05 37.64 56.460						
GRADE 18 Ex (6P0) H O	69,802.26 33.61 50.415	71,912.04 34.61 51.915	74,053.27 35.66 53.490	76,274.86 36.73 55.095	78,563.09 37.82 56.730	80,919.96 38.96 58.440						
GRADE 18A Ex (6PA) H O	72,245.37 34.72 52.080	74,428.97 35.79 53.685	76,645.09 36.85 55.275	78,944.47 37.98 56.970	81,312.78 39.10 58.650	83,752.15 40.27 60.405						

GRADE	2016			2016			2016			2016		
	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7
GRADE 19 Ex (6Q0)	74,688.46 35.92 O	76,945.93 37.01 55.515	79,237.00 38.12 57.180	81,614.06 39.28 58.920	84,062.50 40.44 60.660	86,584.37 41.65 62.475						
GRADE 19A Ex (6QA)	77,302.53 37.19 O	79,639.02 38.30 57.450	82,010.25 39.45 59.175	84,470.58 40.63 60.945	87,004.69 41.86 62.790	89,614.85 43.12 64.680						
GRADE 20 Ex (6R0)	79,916.63 38.46 O	82,314.14 39.60 59.400	84,783.56 40.80 61.200	87,327.08 42.01 63.015	89,946.88 43.27 64.905	92,645.30 44.58 66.870						
GRADE 20A Ex (6RA)	82,713.71 39.80 O	85,213.73 41.00 61.500	87,750.97 42.22 63.330	90,383.52 43.46 65.190	93,095.02 44.76 67.140	95,887.87 46.13 69.195						
GRADE 21 Ex (6S0)	85,510.79 41.12 O	88,095.36 42.36 63.540	90,718.41 43.64 65.460	93,439.95 44.96 67.440	96,243.14 46.30 69.450	99,130.44 47.68 71.520						
GRADE 21A Ex (6SA)	88,503.66 42.59 O	91,178.68 43.86 65.790	93,893.56 45.17 67.755	96,710.37 46.53 69.795	99,611.67 47.92 71.880	102,600.01 49.35 74.025						
GRADE 22 Ex (6T0)	91,496.57 44.03 O	94,262.06 45.34 68.010	97,068.69 46.71 70.065	99,980.75 48.09 72.135	102,980.17 49.53 74.295	106,069.57 51.03 76.545						
GRADE 22A Ex (6TA)	94,698.94 45.54 O	97,561.22 46.89 70.335	100,466.09 48.31 72.465	103,480.08 49.76 74.640	106,584.49 51.25 76.875	109,781.99 52.78 79.170						
GRADE 23 Ex (6U0)	97,901.30 47.08 O	100,860.38 48.50 70.620	103,863.49 49.92 74.880	106,979.42 51.44 77.160	110,188.79 52.96 79.440	113,494.45 54.60 81.900						
GRADE 23A Ex (6UA)	101,327.87 48.72 O	104,390.51 50.19 75.285	107,498.74 51.69 77.535	110,723.66 53.26 79.890	114,045.37 54.84 82.260	117,466.76 56.49 84.735						
GRADE 24 Ex (6V0)	104,754.40 50.37 O	107,920.62 51.90 75.555	111,133.96 53.45 80.175	114,467.96 55.03 82.545	117,902.02 56.68 85.020	121,439.06 58.39 87.585						
GRADE 24A Ex (6VA)	108,420.82 52.13 O	111,697.84 53.69 80.535	115,023.63 55.32 82.980	118,474.35 56.98 85.470	122,028.58 58.70 88.050	125,689.46 60.46 90.690						

GRADE		2016	2016	2016	2016	2016	2016	2016	2016	2016
		STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7			
GRADE 25 (6W0)	Ex	112,087.20	115,475.05	118,913.34	122,480.73	126,155.15	129,939.80			
	H	53.89	55.51	57.17	58.88	60.66	62.48			
	O	80.835	83.265	85.755	88.320	90.990	93.720			
GRADE 25A (6WA)	Ex	116,010.26	119,516.68	123,075.28	126,767.55	130,570.60	134,487.69			
	H	55.80	57.47	59.21	60.97	62.82	64.66			
	O	83.700	86.205	88.815	91.455	94.230	96.990			
GRADE 26 (6X0)	Ex	119,933.30	123,558.29	127,237.24	131,054.36	134,985.98	139,035.57			
	H	57.67	59.40	61.18	63.01	64.92	66.85			
	O	86.505	89.100	91.770	94.515	97.380	100.275			
GRADE 26A (6XA)	Ex	124,130.97	127,882.84	131,690.58	135,641.28	139,710.50	143,901.84			
	H	59.68	61.50	63.33	65.25	67.20	69.20			
	O	89.520	92.250	94.995	97.875	100.800	103.800			
GRADE 27 (6Y0)	Ex	128,328.65	132,207.37	136,143.88	140,228.18	144,435.03	148,768.08			
	H	61.73	63.59	65.47	67.44	69.46	71.54			
	O	92.595	95.385	98.205	101.160	104.190	107.310			
GRADE 27A (6YA)	Ex	132,820.14	136,834.63	140,908.89	145,136.16	149,490.25	153,974.96			
	H	63.85	65.77	67.76	69.78	71.90	74.05			
	O	95.775	98.655	101.640	104.670	107.850	111.075			
GRADE 28 (6Z0)	Ex	137,311.65	141,461.90	145,673.94	150,044.14	154,545.47	159,181.85			
	H	66.04	68.01	70.07	72.16	74.33	76.56			
	O	99.060	102.015	105.105	108.240	111.495	114.840			
GRADE 28A (6ZA)	Ex	142,117.56	146,413.07	150,772.52	155,295.71	159,954.57	164,753.21			
	H	68.33	70.38	72.50	74.66	76.91	79.22			
	O	102.495	105.570	108.750	111.990	115.365	118.830			
GRADE 29 (600)	Ex	146,923.46	151,364.25	155,871.14	160,547.26	165,363.64	170,324.55			
	H	70.66	72.77	74.96	77.21	79.54	81.92			
	O	105.990	109.155	112.440	115.815	119.310	122.880			
GRADE 29A (60A)	Ex	152,065.77	156,661.96	161,326.60	166,166.38	171,151.38	176,285.92			
	H	73.14	75.34	77.58	79.91	82.32	84.80			
	O	109.710	113.010	116.370	119.865	123.480	127.200			
GRADE 30 (610)	Ex	157,208.13	161,959.72	166,782.09	171,785.55	176,939.09	182,247.29			
	H	75.60	77.86	80.22	82.62	85.08	87.63			
	O	113.400	116.790	120.330	123.930	127.620	131.445			
GRADE 30A (61A)	Ex	162,710.38	167,628.31	172,619.45	177,798.05	183,131.99	188,625.93			
	H	78.25	80.60	83.01	85.49	88.03	90.70			
	O	117.375	120.900	124.515	128.235	132.045	136.050			

GRADE	2016			2016			2016			2016		
	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7
GRADE 31 (620)	Ex 168,212.68	H 80.86	O 121.290	173,296.91	178,456.84	183,810.54	183,810.54	85.82	88.40	91.03	93.78	140.670
				124.950	128.730	132.600	136.545					
GRADE 31A (62A)	Ex 174,100.13	H 83.71	O 125.565	179,362.29	184,702.83	190,243.91	195,951.22	91.50	94.21	97.03	100.33	145.545
				86.23	88.79	91.50	94.21	97.03	100.33	103.85	107.36	161.040
GRADE 32 (630)	Ex 179,987.56	H 86.56	O 129.840	185,427.69	190,948.81	196,677.28	202,577.61	94.58	97.43	100.83	103.85	155.775
				89.14	91.80	94.58	97.43	100.83	103.85	107.36	111.12	166.680
GRADE 32A (63A)	Ex 186,287.12	H 89.60	O 134.400	191,917.63	197,632.02	203,560.97	209,667.83	95.05	97.90	100.83	103.85	155.775
				92.26	95.05	97.90	100.83	103.85	107.36	111.12	114.87	162.405
GRADE 33 (640)	Ex 192,586.69	H 92.60	O 138.900	198,407.62	204,315.22	210,444.67	216,758.01	98.23	101.19	104.22	107.36	161.040
				95.38	98.23	101.19	104.22	107.36	111.12	114.87	118.88	178.320
GRADE 33A (64A)	Ex 199,327.23	H 95.83	O 143.745	205,351.89	211,466.25	217,810.24	224,344.54	101.69	104.73	107.87	111.12	166.680
				98.73	101.69	104.73	107.87	111.12	114.87	118.88	122.91	184.365
GRADE 34 (650)	Ex 206,067.78	H 99.09	O 148.635	212,296.18	218,617.32	225,175.80	231,931.08	102.07	105.12	108.27	111.52	172.305
				102.07	105.12	108.27	111.52	114.87	118.88	122.91	127.20	190.800
GRADE 34A (65A)	Ex 213,280.15	H 102.56	O 153.840	219,726.52	226,268.90	233,056.96	240,048.67	105.64	108.79	112.05	115.42	178.320
				105.64	108.79	112.05	115.42	118.88	122.91	127.20	131.53	197.295
GRADE 35 (660)	Ex 220,492.49	H 106.04	O 159.060	227,156.89	233,920.50	240,938.13	248,166.24	109.22	112.47	115.86	119.34	184.365
				109.22	112.47	115.86	119.34	122.91	127.20	131.53	136.10	204.150
GRADE 35A (66A)	Ex 228,209.74	H 109.72	O 164.580	235,107.39	242,107.72	249,370.94	256,852.07	163.830	168.705	173.790	179.010	255.611.25
				113.02	116.41	119.92	123.50	127.20	131.53	136.10	140.670	201.829.76
GRADE 36 (670)	Ex 235,926.97	H 113.44	O 170.160	243,057.88	250,294.93	257,803.79	265,537.88	169.530	174.615	179.880	185.250	273.504.03
				116.86	120.34	123.95	127.69	131.53	136.10	140.670	145.545	208.654.93
GRADE 36A (67A)	Ex 244,184.43	H 117.39	O 176.085	251,564.90	259,055.25	266,826.90	274,831.71	180.510	185.925	191.535	197.295	283.076.65
				120.92	124.54	128.29	132.13	136.10	140.670	145.545	150.495	201.829.76